

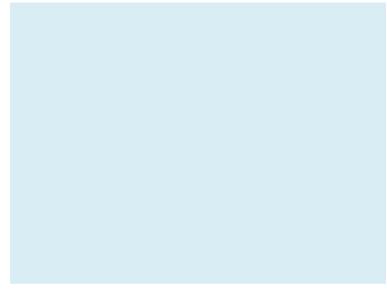
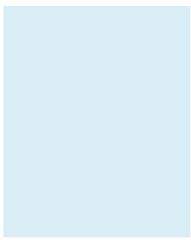


Ag Rialáil Gairmithe Sláinte  
agus Cúraim Shóisialaigh  
Regulating Health +  
Social Care Professionals

# Health and Social Care Professionals Council

**Annual Report  
and Financial  
Statements**

2017



## OUR MISSION

To protect the public by promoting high standards of professional conduct, education, training and competence among registrants of the designated professions



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# Council Chairperson Statement

In accordance with Part 2, Section 25 of the Health and Social Care Professionals Act 2005, I am pleased to submit the Health and Social Care Professionals Council and Registration Boards of CORU Annual Report for 2017 with details of the work and achievements of CORU during that time.



This is my second year as Chairperson of the Health and Social Care Professionals Council and I am delighted to be serving CORU at such an important time for the organisation's continued development.

2017 marked the tenth anniversary of the first meeting of the Health and Social Care Professionals Council, in March 2007. Its inception marked a significant milestone in Irish health and social care and over time many significant achievements have been recorded. The task of introducing a regulatory regime for professions, some of which were being introduced to regulation for the first time, was not insignificant. It is a testament to the professions and to the Council, committees of Council, registration boards and the efforts of the executive at CORU that we now have established registration boards and registers for the following professions: dietitian, occupational therapist, optometrist and dispensing optician, physiotherapist, radiographer and radiation therapist, social worker and speech and language therapist.

Registration boards have been appointed for the professions of social care worker, medical scientist and psychologist. Each of these boards will open its register when the required detailed preparation has been completed. There are three other designated professions, podiatrist, clinical biochemist and orthoptist which do not yet have either a registration board nor a register in place, and we will work towards implementing those.

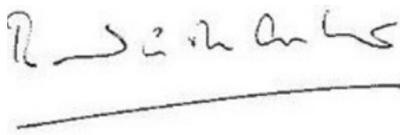
Other achievements delivered in our first decade have been the creation of a system of continuing professional development for each registered profession, and the commencement of a fitness to practise regime. At the end of 2017, 12,574 professionals were registered with CORU, and this number is set to near double in the years ahead.

The launch of our 2017-2021 Statement of Strategy was a highlight for 2017. It was an honour to be joined by Minister for Health, Simon Harris TD for this important occasion. My priority as Chairperson is now to oversee the successful implementation of this strategy. Within this, we have identified five key strategic objectives. These are:

- > Deliver on our current legislative requirements
- > Deliver on our targeted regulatory outcomes through a sustainable regulatory model
- > Deliver greater clarity in our communications
- > Maintain our focus on good governance practices
- > Attract, retain and grow our talent pool and knowledge.

I would like personally to thank the many colleagues who work to support me and the work of CORU with tremendous commitment. This includes our members of Council and registration boards, members of our committees, education providers, employers and patient advocate groups as well as professional bodies and unions. The enthusiasm shown by the registrants themselves is heartening and demonstrates an outstanding commitment to their patients and service users. CORU enjoys tremendous support from the Department of Health, in particular from the Professional Regulatory Unit and Minister Simon Harris TD. CORU has a talented and dedicated executive team, led by Ginny Hanrahan as CEO, and it is my pleasure to work with all of them.

CORU's mission is to protect the public by promoting high standards of professional conduct, education, training and competence through the statutory registration of health and social care professionals. The public must have confidence that the professional providing the service to them is properly qualified, competent and of good standing. This motivation is at the heart of everything we do and I look forward to continuing this work in 2018.



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Professor Bernard McCartan

*Chairperson  
Health and Social Care Professionals Council*

# Chief Executive Officer Foreword

I am pleased to present the 2017 Annual Report for the Health and Social Care Professionals Council and the Registration Boards after what was another extremely successful year. This Annual Report outlines the extent of our activities and the progress that continues to be made in pursuit of our key strategic objectives. I am pleased to report that 2017 was a year in which many positive milestones were achieved, each of which advances our goal of protecting the public through the regulation of health and social care professionals.



A key milestone for CORU's ongoing development and achievement for 2017 was the launch of our five-year Statement of Strategy by Minister Simon Harris TD in January. This strategy is the blueprint for our organisation as we develop over the coming years. It informs our programme of work, our priorities and our ambitions as we strive to provide enhanced protection to the public.

During the year, the title 'Occupational Therapist' became protected with the closing of the transition period in March. The protection of this title, as with all others, sends a powerful message to patients and service users, about the quality and consistency of care they can expect. A number of other professions including social care workers, psychologists and medical scientists have also taken steps to advance their regulation. By the end of 2017, we had reached a milestone figure of 12,574 registered professionals with CORU.

An important amendment to the Health and Social Care Professionals Act 2017 was enacted in December. This permits certain existing practitioners of physical therapy, and those holding certain qualifications in physical therapy, to now apply for registration with the Physiotherapists Registration Board, until the 20 December 2018. This means that the title "Physiotherapist" will become a protected title by the 30 September 2018 and the title "Physical Therapist" by the 20 December 2018.

We continued to demonstrate our protection of the public in many ways. In July, CORU's Enforcement Unit secured their first ever conviction. A Dublin company pleaded guilty in the Dublin District Court to offences relating to the mis-selling of novelty contact lenses. This was an important conviction in terms of protecting the public, and shows that we will never hesitate to use our powers to ensure public safety. This conviction was followed by a public safety campaign in national media at Halloween time, warning the public to only wear contact lenses dispensed by a CORU registered optometrist or dispensing optician or a medical practitioner, where our message reached 1.2 million people, particularly aimed at the under 25 years old people.

In May, the Social Care Workers Registration Board launched the Criteria and Standards of Proficiency for Social Care Workers. This is a very important development for this profession as the courses preparing students to graduate with a qualification that will allow them to apply for registration as a social care worker will have to meet these standards. It is the first time that they have been put in place for social care workers. The Colleges, who run courses for social care workers have two years to meet these new standards.

Demonstrating to the public the importance and value of statutory registration is a key part of our mission. To support this we have implemented a widespread public information campaign, which has included the distribution of an information leaflet in over 1,300 GP surgeries nationwide, radio adverts on national and regional radio, and placing articles in regional newspapers. During the Autumn, we ran “Meet CORU” events around the country, where members of the CORU executive met over 800 professionals registered with CORU to inform them of our role, information in relation to continuing professional development, the upcoming changes to the Code of Professional Conduct and Ethics and to accept feedback on general regulation issues.

CORU’s success each year is supported by the hard work of many people who deserve our thanks and gratitude. This includes our growing number of registrants, the voluntary members of our Council, our Registration Boards and our Committees, our assessors, the educational bodies and institutions, employers and patient advocate groups as well as professional bodies and unions. Our Chairperson Bernard McCartan deserves very special thanks for all his dedication and driving forward the positive work of CORU. I must also thank the Department of Health, in particular Ms. Deirdre Walsh and her team, from the Professional Regulatory Unit and Minister Simon Harris TD for their continued support. Above all else, I must thank the tremendous team in CORU whose commitment and dedication is always inspirational.




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Ginny Hanrahan

*Chief Executive Officer and Registrar CORU*

# About CORU

## Our Mission, Vision and Values

CORU is Ireland’s multi-profession health and social care regulator. Working in the public interest, our role is to protect the through statutory registration of health and social care professionals.

CORU is the brand name and logo under which the Health and Social Care Professionals Council and the Registration Boards for the professions collectively operate. “CORU” comes from a derivative of the Irish word “Cóir”, which means “fair, just and proper”.

CORU is responsible for the regulation, under the 2005 Act (as amended), of 15 designated health and social care professions, which between them have an estimated 25,000-30,000 members. Additional professions may be added by the Minister for Health in the future. For the first time, these designated professions will now be regulated on a statutory basis.

CORU is responsible for the regulation, under the 2005 Act (as amended), of 15 designated health and social care professions, which between them have an estimated 25,000-30,000 members.

### The designated professions are:

- > Clinical Biochemists
- > Dietitians
- > Dispensing Opticians
- > Medical Scientists
- > Occupational Therapists
- > Optometrists
- > Orthoptists
- > Physiotherapists
- > Podiatrists
- > Psychologists
- > Radiographers and Radiation Therapists
- > Social Care Workers
- > Social Workers
- > Speech and Language Therapists

Each profession has/will have its own Registration Board which is/will be responsible for the registration of members of their respective profession.

To date the Minister has established the Social Workers Registration Board, the Radiographers Registration Board, the Dietitians Registration Board, the Speech & Language Therapists Registration Board, the Occupational Therapists Registration Board, the Optical Registration Board, the Physiotherapists Registration Board, the Social Care Workers Registration Board, the Medical Scientists Registration Board and the Psychologists Registration Board.

The remaining Boards will be established on a phased basis.

Figure 1 | December 2017 – Registration Boards Status



## Our Mission

Our mission, vision and values have served us well on our journey to date and will continue to underpin our Statement of Strategy and the day-to-day activities of our business.

As set out in the Health & Social Care Professionals Act 2005 (as amended), our mission is:

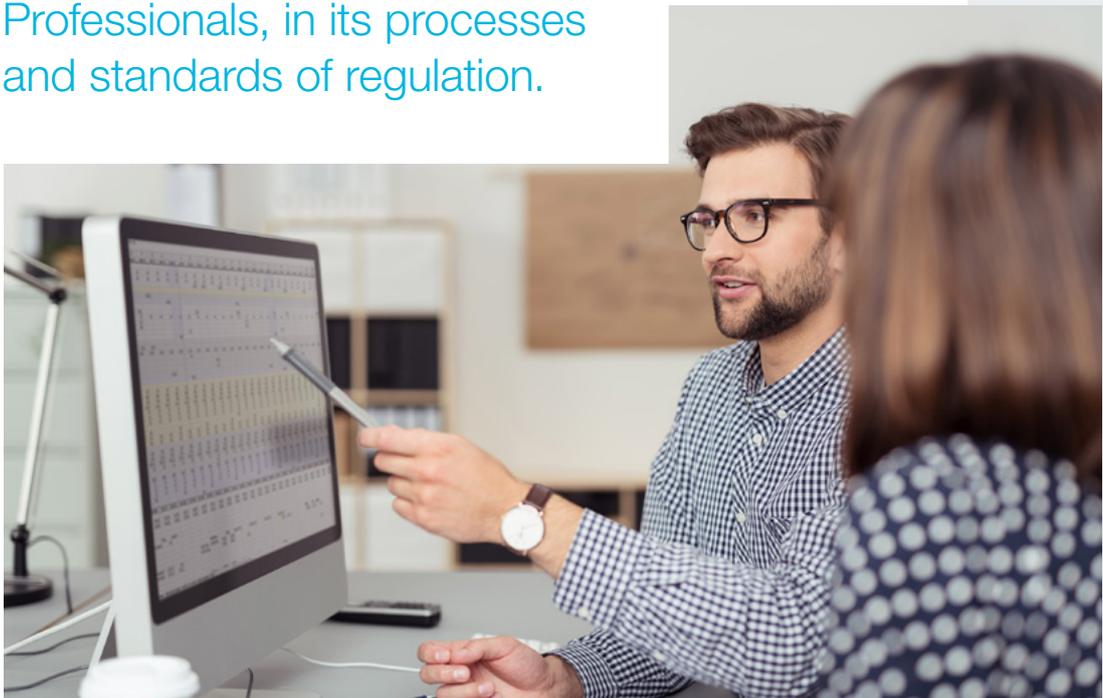


**To protect the public by promoting high standards of professional education, conduct, training and competence among registrants of the designated professions.**



## Our Vision

CORU has the confidence and recognition of both the Public and the Health and Social Care Professionals, in its processes and standards of regulation.





## Our Values

CORU seeks to reflect a set of values that underpin and support the way we work and interact with all our stakeholders. The following values are central to the fulfilment of our mission and vision:

- › All our decisions, actions and priorities are based on our single focus, to **enhance public safety**.
- › We demonstrate **leadership** within our sector through a positive, quality and evidence-based approach to our work.
- › We are committed to **accountability and transparency** in all our processes; decisions, professional conduct, communications and dealings with our stakeholders.
- › We show **respect and fairness** in our interactions with the public, professionals and all our stakeholders.
- › We demonstrate **effectiveness and excellence** as an organisation in terms of value for money, efficiency of operations and governance.
- › We will demonstrate **independence and integrity** in all our dealings with our stakeholders.

## Role of the Health and Social Care Professionals Council

The Health and Social Care Professionals Council is the statutory body established by Government to protect the public through the statutory registration of the health and social care professions designated in the 2005 Act.

### The role of the Council is to:

- › Oversee and co-ordinate the work of the Registration Boards
- › Enforce standards of practice for registered professionals including codes of professional conduct and ethics
- › Operate Fitness to Practise for registered professions
- › Make decisions and give direction relating to disciplinary sanctions on registrants
- › Be responsible for allocating resources in an efficient and effective way.

The Council is comprised of 29 members – 1 member nominated from each of the 15 regulated professions and 15 lay members. The lay members (non-members of the professions being regulated by CORU) are drawn from the education sector, patient advocacy groups, the voluntary sector and representatives of public and private sector employers within the health and social care sector.

The Chairperson is appointed by the Minister for Health and must be a lay member of Council. All Council and Registration Board Members are voluntary and not in receipt of any fees. The Chairman of the Council is paid a stipend and travel expenses during the year. No other member of the Council, Advisory Committee or Registration Boards receives payment of fees in respect of their membership.

Five committees of Council provide specific expertise and advice to the Council and the Executive in the following areas:

- › Audit, Risk and Governance
- › Finance and General Purposes
- › Registration
- › Education
- › Fitness to Practise

## Preliminary Proceedings Committee

In January 2015, Council established the Preliminary Proceedings Committee. This is a statutory committee established under Part 6 of the Act. All complaints received by Council in relation to Fitness to Practise of registrants are reviewed and considered by this committee.

## Role of the Registration Boards

The current ten Registration Boards are/ will be responsible for the registration of members of their respective profession. Two of the Registration Boards regulate two professions: the Radiographers Registration Board regulates radiographers and radiation therapists and the Optical Registration Board regulates optometrists and dispensing opticians.

The separation of functions between Council and the Registration Boards (the Boards) has the benefit of ensuring that each profession to be regulated will have a dedicated body that focuses solely on that professions registration and educational standards thus ensuring input from specific professional expertise.

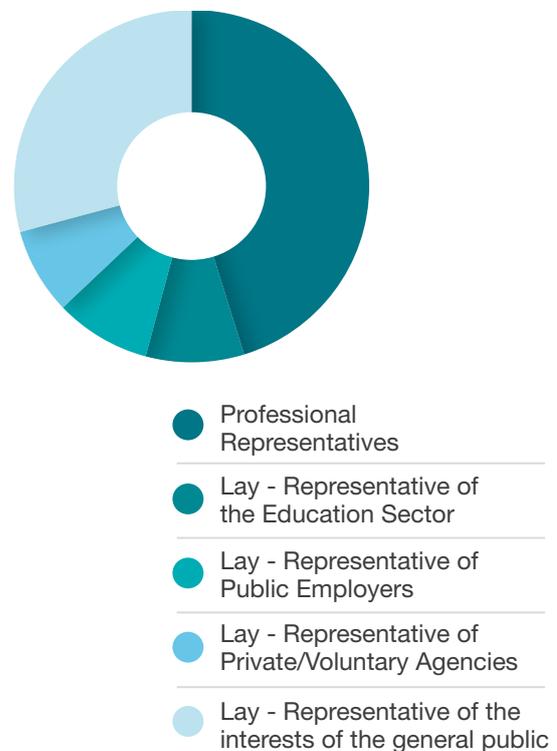
### Each Registration Board is responsible for:

- › Establishing and maintaining the Register of members of that profession
- › Assessing and recognising qualifications gained outside the State
- › Approving and monitoring education and training programmes relevant for entry to the Register
- › Setting the code of professional conduct and ethics
- › Setting the requirements for continuing professional development and
- › With Council approval, establishing bye-laws in respect of their registration and education functions.

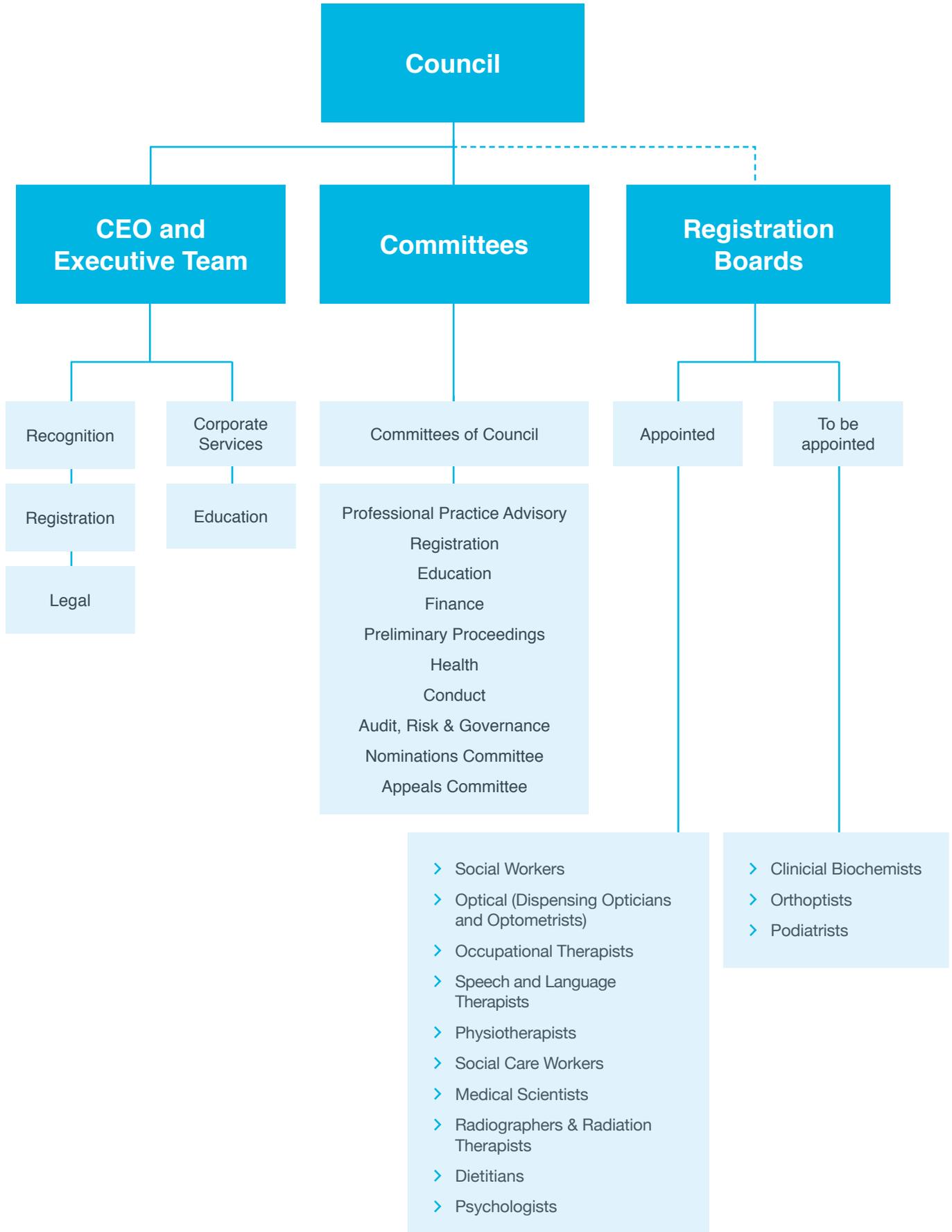
Each of the Boards is comprised of 13 voluntary members, 7 are lay members of the Board (non-members of the professions being regulated); with 1 member coming from each of the following areas - the education sector, public employers and private/voluntary agencies and 4 from the general public including patient advocacy groups; as well as 6 members from the respective professions representing educators, managers and providers of services.

When all vacancies are filled, there will be 159 people serving on Council and Registration Boards at CORU. Council and each Board are required to meet at least four times per year, but each one will typically meet 10 times a year, to ensure the delivery of the Annual Business Plan and subsequently the organisations overall Strategic Plan.

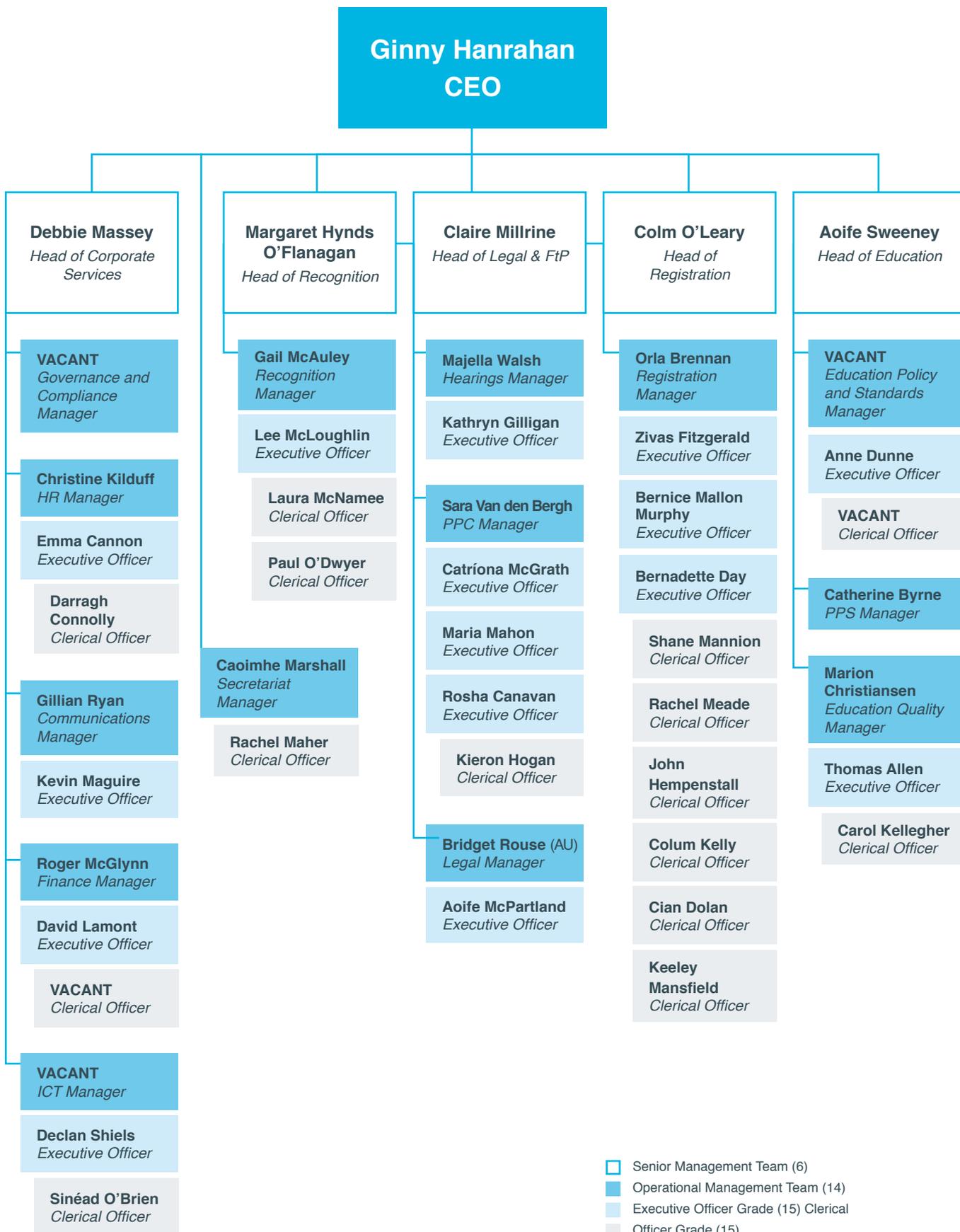
**Figure 2 |** Composition of a Registration Board



# Organisational Structure



# CORU Executive

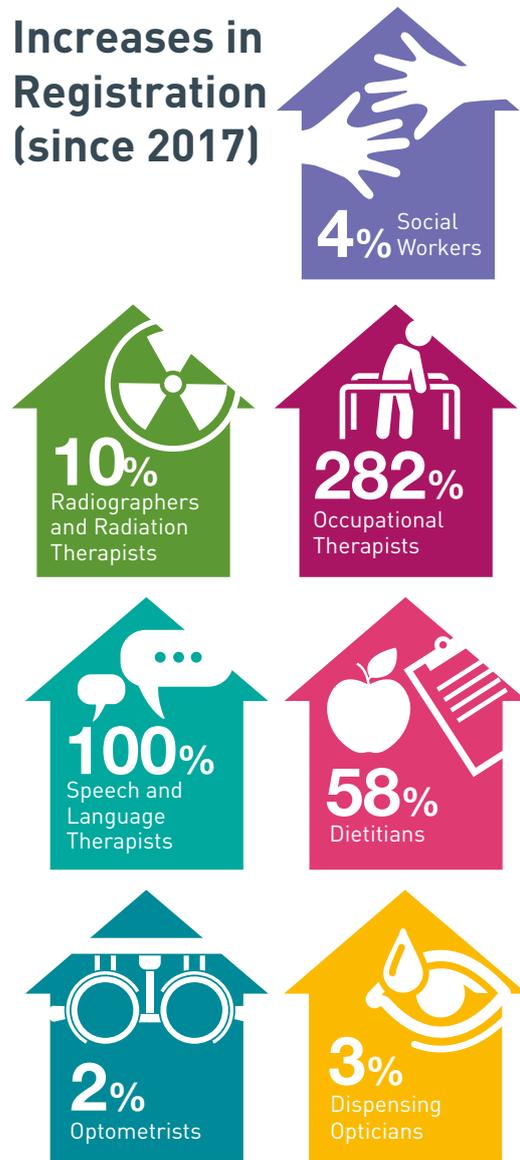


# CORU Year in Review

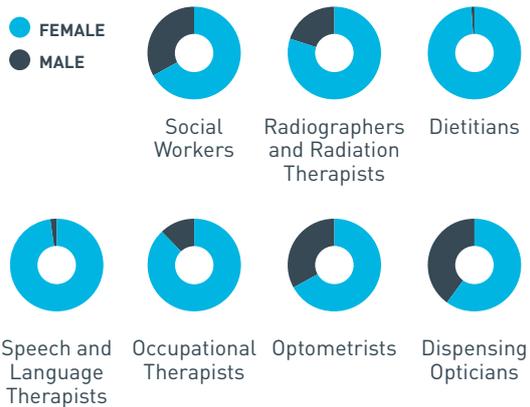
## CORU Year in Review



## Increases in Registration (since 2017)

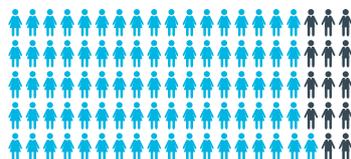


## Gender Breakdown by Profession



### Gender Balance across all Health Professionals registered with CORU

86% Female  
14% Male



## Recognition

**589**

Applications for Recognition of International Qualifications

**69**

Compensation Measures offered to International Applicants

## Council and Boards



## Education



## Communications



## Legal



## Human Resources



# Strategic Highlights and Key Activities 2017

## Measurement against the Statement of Strategy 2017-2021

During 2017, the Council worked to attain the strategic objectives set out in the third Statement of Strategy.

The 2017-2021 strategy built on the foundations which were put in place in the first two strategies for the organisation for the periods 2010-2012 and 2013-2016. This five-year strategy aims to build on the achievements of our earlier strategy statements. We have mapped out five key strategic objectives for the next five years. If there is a theme to the strategy it is “to finish what we started”, delivering on our current legislative requirements and continuing to build a sustainable model of regulation to deliver on our remit.

The five year period will continue to deliver “firsts”, but it will primarily be characterised by a new scale of activity where our remaining registration boards will be put in place and registers opened for the remaining professions.

In this Annual Report publication we are reporting for the first time against the 2017-2021 Statement of Strategy.



## Strategic Objective 1

### Deliver on our current legislative requirements

Entry to the Register with CORU allows health and social care professionals to practise in Ireland meeting their statutory regulation requirements. CORU is responsible for the registration of health and social care professionals and this is the foundation of all of our work to regulate the professions in order to protect the public.

Registration means that service users can have confidence in knowing that a professional's standing and qualifications have been independently verified. Professionals benefit from protection of their professional title, and are supported through a Code of Professional Conduct and Ethics.

The number of professionals registered with CORU continued to grow throughout 2017. The following table sets out the number of registrants in each profession at the end of December 2017 compared with the same period for 2015 and 2016.

The number of professionals registered with CORU continued to grow throughout 2017.

**Figure 3** | Registrants 2015, 2016, 2017

Profession	2015 Registrants	2016 Registrants	2017 Registrants
Social Workers	3,928	4,069	4,237
Radiographers/Radiation Therapists	1,589	2,184	2,413
Dietitians	126	546	865
Speech and Language Therapists	140	844	1,684
Occupational Therapists	128	586	2,237
Optometrists	787	793*	805*
Dispensing Opticians	188	179	185
Physiotherapists	n/a	n/a	148
<b>Total</b>	<b>6,886</b>	<b>9,201*</b>	<b>12,575</b>

\*Includes one visiting EEA Optometrist

Each year, every registrant must renew their registration and pay an annual retention fee. During the year, the Council directed the Registration Boards to remove 83 individuals from the Register for failing to renew their registration within the time required having been notified on more than one occasion. 159 individuals voluntarily removed themselves from the Register.

In 2017, the two-year transition period for the Occupational Therapists Registration Board closed and the legal protection of the professional title commenced.

The Psychologists Registration Board was appointed by the Minister for Health. The Board has begun its work to prepare for the opening of the Register for Psychologists, with a particular focus on preparing the Bye-Laws that will allow for the opening of the Register.

2017 also marked significant progress on the approval by Registration Boards and Council of several Bye-Laws. Please see page 19 which outlines the progress of the Bye-Laws.

During the course of 2017, CORU approved 5 Education Programmes and monitoring activities took place for 8 programmes. Details of the progress made in 2017 in the approval and monitoring of the various education courses for the regulated professions can be found in each of the Registration Boards' reports.

As each Registration Board opens its Register, in accordance with the governing legislation, it becomes the Competent Authority for the profession. Each Board must consider applications for recognition of international qualifications. Recognition is a pre-requisite to registration for holders of international qualifications. The work of each Competent Authority is facilitated by the Recognition Unit at CORU. In 2017 there was a marked increase in the number of applications for recognition of international qualifications. 589 applications were received and a decision was made by the respective Registration Board on 551 of these.

#### Figure 4 | Recognition Statistics as of 31 December 2017

Number of applications received and decisions made by Registration Boards (Competent Authorities) on applications for the recognition of international qualifications.

##### Applications

Profession	SW	Rad	RT	Diet	OT	SLT	Opt	D Opt	PH	Total
Applications received	78	176	13	39	90	32	20	17	124	589

##### Decisions

Profession	SW	Rad	RT	Diet	OT	SLT	Opt	D Opt	PH	Total
Number recognised	50	148	9	41	83	16	17	14	63	441
Recognised post compensation measure	5	4	0	0	0	10	0	0	2	21
Number of Compensation Measures	18	9	1	3	2	18	4	2	13	70
Number refused	0	2	0	0	0	1	0	0	16	19

(Note, decisions and compensation measure periods can cross from one year to another)

Figure 5 | Bye Laws for 2017

<b>BYE LAWS FOR 2017</b>					
<b>Council/ Registration Board and Bye-Law</b>	<b>Bye-Law approved for consultation by Board</b>	<b>Bye-Law Consultation Process</b>	<b>Bye-Law approved following Consultation</b>	<b>Bye-Law Approved by Council</b>	<b>Bye-Law Made by Boardt</b>
<b>COUNCIL</b>					
Health and Social Care Professionals Council Superannuation Scheme 2017 (S.I. No. 83 of 2017)	n/a	n/a	n/a	n/a	Made by Council
<b>SPEECH AND LANGUAGE THERAPISTS REGISTRATION BOARD</b>					
Criteria for Restoration to the Register following Cancellation of Registration Bye-Law 2017 (S.I. No. 84 of 2017)	✓	✓	✓	✓	✓
Criteria for Restoration to the Register following Removal on Request Bye-Law 2017 (S.I. No. 85 of 2017)	✓	✓	✓	✓	✓
<b>SOCIAL WORKERS REGISTRATION BOARD</b>					
Criteria for Restoration to the Register following Cancellation of Registration Bye-Law 2017 (S.I. No. 103 of 2017)	✓	✓	✓	✓	✓
Criteria for Restoration to the Register following Removal on Request Bye-Law 2017 (S.I. No. 104 of 2017)	✓	✓	✓	✓	✓
<b>OPTICAL REGISTRATION BOARD</b>					
Criteria for Restoration to the Register following Removal on Request Bye-Law 2017 (S.I. No. 105 of 2017)	✓	✓	✓	✓	✓
Criteria for Restoration to the Register following Cancellation of Registration Bye-Law 2017 (S.I. No. 106 of 2017)	✓	✓	✓	✓	✓
Election of Members for Appointment to the Optical Registration Board Bye-law 2017 (S.I. No. 438 of 2017)	✓	✓	✓	✓	✓
<b>RADIOGRAPHERS REGISTRATION BOARD</b>					
Criteria for Restoration to the Register following Removal on Request Bye-Law 2017 (S.I. No. 132 of 2017)	✓	✓	✓	✓	✓
Criteria for Restoration to the Register following Cancellation of Registration Bye-Law 2017 (S.I. No. 133 of 2017)	✓	✓	✓	✓	✓
<b>DIETITIANS REGISTRATION BOARD</b>					
Criteria for Restoration to the Register following Removal on Request Bye-Law 2017 (S.I. No. 137 of 2017)	✓	✓	✓	✓	✓
Criteria for Restoration to the Register following Cancellation of Registration Bye-Law 2017 (S.I. No. 138 of 2017)	✓	✓	✓	✓	✓
Approved Qualifications Bye-Law 2017 (S.I. No. 552 of 2017)	✓	✓	✓	✓	✓
<b>OCCUPATIONAL THERAPISTS REGISTRATION BOARD</b>					
Criteria for Restoration to the Register following Removal on Request Bye-Law 2017 (S.I. No. 152 of 2017)	✓	✓	✓	✓	✓
Criteria for Restoration to the Register following Cancellation of Registration Bye-Law 2017 (S.I. No. 153 of 2017)	✓	✓	✓	✓	✓
<b>PHYSIOTHERAPISTS REGISTRATION BOARD</b>					
Criteria for Restoration to the Register following Removal on Request Bye-Law 2017 (S.I. No. 183 of 2017)	✓	✓	✓	✓	✓
Criteria for Restoration to the Register following Cancellation of Registration Bye-Law 2017 (S.I. No. 184 of 2017)	✓	✓	✓	✓	✓

**Strategic Objective 2****Deliver on our targeted regulatory outcomes through a sustainable Regulatory Model**

Council included this strategic objective in the five year strategy at the request of the Minister for Health, who has now provided specific instructions to Council to consider the current structure as set out in the Health and Social Care Professionals Act 2005 (as amended), and to provide a report and recommendations setting out its view of a sustainable regulatory model for the future. This is a substantial project and throughout 2017 it has been led by the Chair of Council, working with a sub-committee of Council members. It is expected that the next phase of this work will take place during 2018.



2017 saw a substantial increase in communications related activity at CORU.

**Strategic Objective 3****Deliver greater clarity in our communications**

2017 saw a substantial increase in communications related activity at CORU. As undertaken in the new Strategy we have begun the process of raising public awareness of CORU and of firmly establishing the visibility of CORU on the Regulatory landscape in Ireland.

During September and October, 11 very successful Information Meetings were arranged and delivered for registrants for all professions in Cork, Limerick, Galway, Sligo and Dublin, with capacity attendances registered in advance for most meetings.

CORU conducted a Halloween Novelty Contact Lenses Public Information Campaign during September and October and reached a verified audience of 980,000 through online and print media.

We conducted year 1 of the CORU Public Information Campaign with the production and distribution of an information leaflet to over 2,000 GP's and 1,100 Practise Nurses. The estimated potential reach of the leaflets is 1.2 million people per month. This first phase will continue until April 2018.

During 2017, over 16 regional newspapers and radio stations covered news/ information segments on the role of CORU and how to contact CORU. Total audience reach of 100,000 for radio and print media.

Finally, in early December 2017, we produced a public information radio advertising campaign on both national and regional radio stations and we completed the procurement and tendering process for the new CORU Website.

## Strategic Objective 4

### Maintain our focus on good governance practices

During 2017 a concerted effort was made to ensure CORU is on target for full compliance with (a) The Code of Practice for the Governance of State Bodies (2016) and (b) the General Data Protection Regulations (GDPR), (EU regulations coming into effect on 25th May 2018).

We conducted a Corporate Governance Gap Analysis with regard to the new requirements of the Code of Practice for the Governance of State Bodies and identified a number of new requirements which require compliance as well as a number of areas requiring improvement.

Council and the Audit, Risk and Governance Committee initiated a full review of the CORU Code of Corporate Governance and the Internal Auditor has provided a report outlining areas which require Council review. It is planned to bring the revised and updated Code of Corporate Governance to the first Council meeting of 2018 for review and approval.

We enlisted external specialist expertise to identify where CORU was positioned in the context of compliance with the EU General Data Protection Regulations which will come into full effect on 25th May 2018. From the gap analysis report produced, we developed a comprehensive work plan to be executed by CORU in advance of the Regulations coming into effect. This implementation work is ongoing and on target.

The Audit, Risk and Governance Committee also conducted a review of the Risk Management Process and arising from this work CORU will revise and update the Risk Management Policy to comply with the Code of Practice and will also implement an automated Risk Register and Risk Management System from early 2018.

The internal audits conducted under the instruction of the Audit, Risk and Governance Committee in 2017 were as follows:

- > Gap Analysis – Code of Practice for the Governance of State Bodies (2016).
- > Review of the Risk Management Process.
- > Review of the Complaints Process.
- > Review of the Approval and Monitoring of the Educational Programmes.
- > Financial Controls Review.

Follow up review of the findings and recommendations of internal audit reports (2015 and 2016)

In addition, a monthly internal audit review on payroll and accounts payable took place for the period March 2017 – July 2017.

Council approved the publication of Council Minutes which will begin in 2018.

## Strategic Objective 5

### Attract, retain and grow our talent pool and knowledge

The representatives on CORU's Council and Registration Boards come from a diverse range of backgrounds and disciplines. This brings a unique diversity to our decisions, actions and priorities as we work in the public interest. Both the Council and the Registration Boards have a lay member majority who come from the education sector, patient advocacy groups, the voluntary sector and representatives from public and private organisations who are concerned with health and social care.

In order to assist and facilitate the important work of these volunteers, we continued to invest in providing training for all Council and Registration Board members throughout 2017 as follows:

Topic	Target Audience	Date
<b>LEGAL/FTP</b>		
Appeals Committee	Registration Boards	January
Immediate Suspension	Council	March
Chairperson training	Chairpersons of Council/Registration Boards/Committees	May
Induction Day	New members of Council/Registration Boards/Committees	July
Committee of Inquiry	Committee of Inquiry	July
PPC	Preliminary Proceedings Committee	July
Sanctions Training	Council/Registration Boards/Committees of Inquiry	July
Appeals Committee	Appeals Committee	July
Sanctions Training	Council/Registration Boards/Committees of Inquiry	September
Appeals Committee	Appeals Committee and Registration Boards	November
Council Members	Diploma in Professional Regulation	throughout
<b>EDUCATION</b>		
Focus Group Event	Public Interest Representatives	25 May 2017
Training	Public Interest Representatives	20 May 2017
Training for Education Reviewers	Review Team Members	12 July 2017
Review Team Chair Training	Chairs (Review Teams)	July - August 2017
Approval and Monitoring Processes for Registration Boards	Registration Boards (SWRB, DRB, ORB)	25 October 2017
Approval and Monitoring Process - Social Worker Registration Board	Social Work Registration Board	11 December 2017
<b>RECOGNITION</b>		
Recognition and the role of the Competent Authority	Medical Scientists Registration Board	30 November
Assessor Training	Recognition Assessors for all Boards	4 December
<b>SECRETARIAT</b>		
Governance Training	Physiotherapists Registration Board	22 Nov
Induction	Psychologists Registration Board	19 September
Individual Inductions for Newly appointed Council and Board Members	Council and various Registration Boards	Approximately 12 separate inductions throughout the year

With a depleted team and in the absence of a HR Manager for four months, the Human resources team managed the roll out of the organisational learning and development programme across the organisation. This is an important contributor to improving organisational performance.

The Human Resources team worked with internal stakeholders to identify and deliver core learning and development programmes in strategic areas and subsequently training was provided for staff members in the following areas: Leadership, minute taking, intermediate and advanced Microsoft applications training, fire safety, manual handling, Human Resource Management, Professional Regulation, Communications, Customer Service and Procurement.

The Wellbeing Group which was established in September 2016 continued its excellent work with the following initiatives:

- › Introducing honesty-based Fruit Boxes in the office in January;
- › Health Checks for all staff with the Irish Heart Foundation in March;
- › 10,000 steps-per-day challenge in which staff were placed into teams of four and completed for the most steps taken over the month of May;
- › The Bray to Greystones cliff walk in June;
- › Compilation of a “CORU Cookbook” containing some of our staff members very favourite healthy recipes;
- › Arranging Flu vaccinations for all interested staff.
- › CORU staff also raised a total of €362 for charity and donated to St Vincent de Paul’s “Giving Tree” appeal.

At the end of 2017 CORU had 45 staff members. The staff attrition rate in 2017 was considerable, albeit consistent with levels of movement across the public sector, particularly in the second half of the year.

The CORU team is very committed and has delivered what has been asked of them throughout the year and particularly during periods while we were under resourced. We consistently strive to improve our business processes to increase efficiencies and we see ongoing quality improvement as our standard approach.

The representatives on CORU’s Council and Registration Boards come from a diverse range of backgrounds and disciplines. This brings a unique diversity to our decisions, actions and priorities as we work in the public interest.



# Corporate Services

During 2017, Corporate Services has continued to manage the key areas of Finance, Human Resources, ICT, Communications, Corporate Governance and Internal Audit in order to support Council and the Registration Boards and in particular the work of our colleagues in the key functional areas of Registration, Recognition, Education, and Legal Affairs and Fitness to Practise. These functional areas in turn work with the Registration Boards to an agreed annual work plan to assist them in fulfilling their legislative mandate.

## Office Move

Throughout 2017 an extensive work programme in preparation for the office move was delivered. We worked closely with the Office of Public Works on the details of the fit-out for the new modern CORU offices, which happily will house us for a minimum of 25 years. All requirements were met by CORU on time which enabled the steady progress of the fit-out of the 2nd and 5th floors at the Infinity Building in Smithfield. This also means that there were no additional costs incurred and we remain on target to deliver the project within budget.

## Finance

CORU met all its financial obligations during the year. The use of budgeting and ongoing forecasting enabled secure management of expenditure against planned available resources. The Finance Team worked with the Finance and General Purposes; and Audit, Risk and Governance Committees of Council to ensure Council was fully informed throughout the year.

The team have an excellent working relationship with the Officials in the Department of Health. The Department provides CORU with the resources to fulfil its independent mandate.

Details of the Internal Audits conducted during the year in review are contained under our report against strategic objectives on page 16.

CORU's annual accounts for 2016 will be submitted to the Comptroller and Auditor General in accordance with the timescales set out in the Health and Social Care Professionals Act 2005. The C&AG signed off on these accounts, with no matters for noting in December. CORU can now publish the 2016 Financial Statements.

## Financial Statements 2017 - Highlights

CORU's 2017 accounts are prepared under the accounting standards for Ireland and the United Kingdom, FRS 102. Under FRS 102, CORU is defined as a public benefit entity as CORU provides services to the public without providing a financial return to the equity provider. (ie the Minister for Health). CORU 2017 Accounts will be submitted to the Comptroller and Auditor General for Audit and will be published on completion of that process. In the meantime it is possible to provide some broad financial information.

## Income

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Income from Exchequer grants and registrants increased in 2017 by 21% and 48% respectively. Overall income for the year is up by €1m (approximately) from 2016 levels due to both increased Exchequer funding and increased registrant income (including recognition).

## Expenditure

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Overall expenditure has increased in 2017 by 24% compared to 2016 levels. The primary factors for the increase in expenditure in 2017 are: staff salaries (due to an increase in staff sanction and pay restoration) accommodation costs, legal costs, IT costs and additional Board and Committee meeting expenses.

## Human Resources

The Human Resources Team supports employee relations, policy development, recruitment and selection, compensation (payroll, pensions and other benefits), performance management and organisational and talent development.

Some details of HR activities during 2017 can be found on page 23.

The CORU Employee Assistance Programme was continued during the year, which is a confidential support service for all CORU employees and their families.

At the end of 2017, CORU had 45 full time employees, with 2 vacancies to be filled.

## Legal Services

In 2017, the Legal Affairs Unit continued to provide advice and assistance to other functional units within CORU, as well as to Registration Boards and Council as required.

Council approved the making of 17 Bye-Laws in 2017.

## Appeals

The Appeals Committee heard two Registration appeals and eight Recognition appeals during 2017.

## Complaints

In 2017, 33 new complaints were received by CORU in relation to Fitness to Practise matters. Of the complaints received by CORU in 2016, 13 continued into 2017.

## Enforcement

The Health and Social Care Professionals Council successfully prosecuted one company in relation to breaches of Section 81B of the Health and Social Care Act 2005 in 2017. Convictions were recorded and a fine imposed.

In a second case, a prosecution was commenced but later withdrawn on the basis of written undertakings received from the defendant.

A total of 51 files were opened by the Enforcement Team during 2017 in relation to Council's enforcement functions under the Act. This compares to 22 opened in 2016.

## Health and Safety

In 2017 CORU complied with the Safety, Health and Welfare at Work Act 2005 and the Safety, Health and Welfare at Work Act (General Applications) Regulations 2007. We adhered to health and safety policies and procedures and we provided appropriate training, safety awareness programmes and personal protective equipment.

## Freedom of Information

The Freedom of Information Acts 1997 and 2003 permit access to information that is held by CORU, which is not routinely available through other sources. The requests that we received in 2017 were responded to appropriately and were managed in accordance with the Freedom of Information Acts 2007 and 2013. In 2017, we received 6 Freedom of Information requests where some were granted, part-granted or refused based on the requested information.

## Data Protection

CORU is registered as a Data Controller in compliance with the Data Protection Act 1988 and the Data Protection (Amendment) Act 2003. Following a gap analysis of our status regarding compliance with the General Data Protection Regulations which will come into force at EU level on May 25th 2018, CORU began to deliver on an implementation plan to ensure compliance with the Regulations.

## Protected Disclosures

Under Section 22 of the Protected Disclosures Act 2014, CORU is obliged to prepare and publish, no later than 30 June in each year, a report detailing the number of protected disclosures made during the preceding year and the action (if any) taken in response to those protected disclosures.

Seven enforcement referrals received by CORU during 2017 were treated as protected disclosures within the meaning of the Protected Disclosures Act 2014. In all cases, an investigation took place in accordance with Council's Enforcement Process. In the case of two further protected disclosures relating to potential enforcement matters, no specific offence was disclosed and no further action was taken.

Information relating to three fitness to practise cases received by CORU during 2017 were treated as protected disclosures. At the time of writing an investigation is on-going before the Preliminary Proceedings Committee in respect of all three.

## Press and Media Relations

We were regularly contacted over the course of the year from various journalists and media groups in relation to our work as a regulator and the process of registration. We work to ensure that CORU's message reaches audiences consistently and clearly.

During 2017, over 16 regional newspapers and radio stations have covered news/ information segments on the role of CORU and how to contact CORU. Total audience reach of 100,000 for radio and print media.

## Internal communications

During 2017 we initiated the CORU Intranet. This is now the focal point for all CORU staff to ensure everyone is up to date on latest developments and has access to all relevant policies and procedures to assist them in their work.

## Online Communications/ Website

We continued to make improvements to our current website and 334,011 unique visitors visited the website during 2017. This is a 14.5% increase on visitor numbers from 2016. Of this, 63% were new visitors to our website and 37% were returning visitors. The majority of our visitors (76%) were from within Ireland, with the remainder (24%) of visitors from international countries. One of the most popular content topics was the recognition of international qualifications. With regards to content, the other most popular pages related to registration, with a focus on steps towards registration and completion of online renewal. From 1 January 2017 to 31 December 2017, the "Search the Register" function was accessed 81,736 times.

We completed the procurement and tendering process for the new CORU Website.

## Parliamentary Affairs

During the course of the year, CORU was requested to submit information in relation to CORU and its Registration Boards by replying to Parliamentary Questions requested by the Department of Health and the Minister for Health. At all times CORU was proactive to answer all questions asked in an accurate and timely manner.

## External Communications Stakeholder Engagement and Consultation

During 2017, we implemented year 1 of the CORU Public Information Campaign with the production and distribution of an information leaflet to over 2,000 GP's and 1,100 Practise Nurses. The estimated potential reach of the leaflets is 1.2 million people per month. This first phase will continue until April 2018.

CORU engaged in a total of sixteen public consultations in relation to Restoration to the Register Bye-Laws, Election Bye-Laws and Approved Qualifications Bye-Laws.

A broad consultation was also conducted on the revised Code of Professional Conduct and Ethics Bye-Law and it is expected that each Registration Board will proceed to make this bye-law during 2018.

In addition to this stakeholder engagement, CORU hosted 11 information meetings for registrants in Cork, Limerick, Galway, Sligo and Dublin during September and October.

CORU conducted a Halloween Novelty Contact Lenses Public Information Campaign during September and October and reached a verified audience of 980,000 through online and print media.

During 2017, over 16 regional newspapers and radio stations covered news/ information segments on the role of CORU and how to contact CORU. Total audience reach of 100,000 for radio and print media.

In early December 2017, we produced a public information radio advertising campaign on both national and regional radio stations.

Under Section 22 of the Protected Disclosures Act 2014, CORU is obliged to prepare and publish, not later than 30 June in each year, a report detailing the number of protected disclosures made during the preceding year and the action (if any) taken in response to those protected disclosures.

# The Health and Social Care Professionals Council

**Number of Council meetings during 2017: 10**

**Members and attendance at council meetings in 2017:** See Appendix 1

**In 2017, six committees undertook specific pieces of work on behalf of Council:**

- > Audit, Risk and Governance
- > Finance and General Purposes
- > Registration
- > Education
- > Fitness to Practise
- > Preliminary Proceedings

## Audit, Risk and Governance Committee

**Role:** The mission of the Audit, Risk and Governance Committee (ARG) is to provide an independent appraisal structure within CORU to measure and evaluate the effectiveness and efficiency of its risks, governance and internal control procedures and its financial reporting framework.

### Membership:

In line with guidance from the Code of Practice for the Governance of State Bodies and ARG Committee's Terms of Reference, the composition of the 2017 Committee consisted of seven non-executive members. Three of the seven Committee members are external to CORU.

Tony McAleer did not chair Council or any other sub-committee of CORU during his tenure as Chairperson of the Audit, Risk and Governance Committee.

Each appointed member was given a copy of the Audit, Risk and Governance Committee's Terms of Reference, which set out its authority and duties.

All new members to the Committee were provided with induction training.

Members of the 2017 Audit, Risk and Governance Committee as appointed by the Council were as follows: Tony McAleer – Chairperson, Maeve Murphy, Carmel Smith (resigned during 2017), (Council members); Harry McGear, Martin O'Sullivan, Declan Purcell (Independent members).

Number of meetings during 2017: 6

Attendance: Appendix 2

## Terms of Reference:

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These terms of reference should be read in conjunction with Standing Orders and general rules applying to Council Committees.

The Committee members shall be appointed by the Council and shall consist of not less than three independent non-executive members, at least one external. At least one member shall have recent and relevant financial experience. No members of the Executive can be appointed to sit on the ARG Committee.

The Council shall appoint the Chairperson of the Audit, Risk and Governance Committee.

The ARG Committee shall meet at least 4 times a year and all members are expected to attend each meeting to the best of their abilities. The attendance of 40% of committee members shall constitute a quorum.

The role of the ARG Committee is primarily one of oversight. Specifically under Section 23 (1) of the Health and Social Care Professionals Act 2005 (the Act), the Committee will carry out the following functions:

1. To advise Council and the CEO (as Accounting Officer) on the appointment of internal auditors, to approve internal audit plans and fees, to receive reports on the internal audit work plan and to consider appropriate action arising from them.
2. To represent Council, without prejudice, in its relationship with the Comptroller & Auditor General, as the external auditor of CORU, and to review the C&AG's management letters and any other reports and to report on these to Council, as appropriate.
3. To review the first draft of CORU's annual statutory financial statements before the C&AG commences its audit.
4. In advance of Council signing the Financial Statements and furnished with an audit report from the C&AG (including their draft Management Letter where applicable) and the internal auditor's report on the effectiveness of the internal controls, for the year, the Committee shall consider and report to Council on whether:
  - a. There is a robust process in place in preparing the financial statements;
  - b. The accounting policies adopted comply with relevant requirements;
  - c. The financial statements present fairly the financial position of the Council for the financial year;
  - d. The Letter of Representation for issue to the auditors is accurate.
5. To review Council's Annual Report from a governance and financial control perspective and to make recommendations to Council and the CEO (as Accounting Officer), as appropriate.
6. To consider whether risk management processes are adequate for all risks to which Council is exposed and to approve, or, where the Committee considers that significant policy issues are involved, to recommend that Council approve, measures to eliminate or mitigate against them. This includes:

- a. Ongoing monitoring of the implementation and review of CORU's Risk Management Policy;
  - b. Considering the adequacy of resources to action risk management activities and processes;
  - c. Ongoing reviews of the risk register.
7. To advise on CORU's internal financial control system, consider whether the Statement on Internal Financial Control is sufficient and consider whether the system of internal financial reporting gives early warning of control failures and emerging risks;
  8. To advise Council on matters of corporate governance (but without prejudice to the Committee's power to make recommendations to the Council, on corporate governance issues arising from the work of the auditors);
  9. To carry out other assigned functions as prescribed by Council from time to time;
  10. To carry out a review of its own effectiveness on a regular basis and to report the results of the review to the Council and to the Council's Accounting Officer;
  11. To prepare and furnish to the Council an annual report reviewing the ARG Committee's operations, to include an assessment of the work of the Committee;
  12. To follow up on any recommendations from the Council following the review of the Committee's annual report;
  13. To provide a formal induction process to all new members appointed to the ARG Committee;
  14. To maintain appropriate records of the work of the ARG Committee.
  15. To review risk(s) pertaining to the safeguarding of CORU's capital assets, and making recommendations to Council where necessary and appropriate.

## Authority

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1. The Committee is authorised to seek any information it requires from any staff member of CORU;
2. The Committee is authorised to investigate any activity within its Terms of Reference and may obtain outside legal or other independent professional advice for same.

## Key activities in 2017:

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The internal audits conducted under the instruction of the Audit Risk and Governance Committee in 2017 were as follows:

1. Gap Analysis – Code of Practice for the Governance of State Bodies (2016).
2. Review of the Risk Management Process.
3. Review of the Complaints Process.
4. Review of the Approval and Monitoring of the Educational Programmes.
5. Financial Controls Review.
6. Follow up review of the findings and recommendations of internal audit reports (2015 and 2016)

In addition, a monthly internal audit review on payroll and accounts payable took place for the period March 2017 – July 2017.

The Committee monitored and reported to Council on the CORU Risk Register quarterly throughout 2017.

The Committee also conducted the following tasks on behalf of Council:

- > Financial Statements – approved draft annual statutory financial statements
- > External Audit by the Comptroller and Auditor General - reviewed details of audit.
- > Conducted a Risk assessment of a decision of a Registration Board to deviate from Council guidelines and reported to Council.

## Finance and General Purposes Committee

**Role:** The mission of the Finance and General Purposes Committee is to provide an independent appraisal structure within CORU to measure and evaluate its financial performance, and the allocation of resources and budgets.

### Membership:

Joe Martin did not chair Council or any other sub-committee of CORU during his tenure as Chairperson of the Finance and General Purposes Committee.

Each appointed member was given a copy of the Committee's Terms of Reference, which set out its authority and duties.

All new members to the Committee were provided with induction training.

Members of the 2017 Finance and General Purposes Committee as appointed by the Council were as follows:

Joe Martin – Chairperson, Bernard McCartan, Marie Culliton and Paul Lyng.

Number of meetings during 2017: 6

Attendance: Appendix 2

### Terms of Reference:

These terms of reference should be read in conjunction with Standing Orders and general rules applying to Council Committees.

The Finance and General Purpose Committee has been established by Council to carry out the following functions:

- › To advise Council on strategic financial and resources management at CORU. Day to day operational decisions and allocation of resources will be decided by the Executive within the parameters of the budget and business plan.

- › To advise Council on the collection, investment, borrowing and outlay of all monies received.
- › To advise Council on budget income/ expenditure by
  - monitoring approved budget income / expenditure of CORU and reporting to Council on such matters, highlighting and commenting on variances as well as the corrective action taken by the Executive as appropriate;
  - reviewing capital expenditure and making recommendations to Council where necessary and appropriate;
- › To advise Council on Budget and Business Plan submissions to the Department of Health by
  - Reviewing budget and business plan proposals from the Executive in a timely manner and making recommendations where necessary and appropriate.
- › To advise Council on items/matters of a more general nature which do not fall within the remit of the other Committees of Council.
- › To carry out other assigned functions as prescribed by the Council from time to time.

### Key activities in 2017:

- › Reviewed and analysed CORU's 2017 financial performance through the year.
- › Reviewed and recommended CORU's 2018 budget to Council for approval.
- › Review of CEO international travel for 2018 to fulfil duties in representing CORU and providing a conduit for monitoring and considering international developments and trends in the regulatory sector.
- › Reviewed iPad platform report and recommendations on behalf of Council
- › Approved and monitored Key Performance Indicators linked to 2017 Business Plan
- › Reviewed Terms of Reference for Nominations Committee of Council.

- › Monitored progress on implementation of new Recognition processes
- › Approved designation of Executive member to perform delegated functions of the CEO
- › Monitored Communications activities and received periodic reports on progress
- › Reviewed draft policy for publishing of Council Minutes
- › Reviewed month on month registration and renewal data
- › Considered multi-regulator registration model as presented by NMBI
- › Reviewed ICT Capital Budget
- › Reviewed and made recommendations to Council on renewal of several contracts for services.
- › Reviewed CORU Website Procurement Report and recommendations
- › Reviewed legal costs

## Registration Committee

**Role:** To advise Council on policies and procedures in relation to registration.

**Membership:** Marie Culliton (Chairperson), Joe Martin, Maeve Murphy, (Council members), Norma Judge (Optical Registration Board member), James Forbes (Social Care Workers Registration Board member), Ann Horgan (Physiotherapists Registration Board member), Damhnait Gaughan (Independent member).

**Number of Meetings during 2017: 5**

**Attendance: Appendix 2**

### Terms of Reference:

- › To advise the Council on the development of policy in all matters relating to registration and to keep abreast of developments in that area.
- › To advise the Council on policy relating to recognition of non-national qualifications and Competent Authority status under EU Directive 2005/36/EC and any subsequent relevant Directives.
- › To advise Council on policy for dealing with applicants for registration.
- › To advise the Council on policy of quality assurance of the system of registration.
- › To advise Council on the making of Rules under Section 22 relating to the following matters:
  - The proper and effective maintenance of Registers including procedures
  - The details relating to registrants that in addition to their names are to be entered in Registers
  - The division of Registers into specified divisions for different categories of registrants.
- › To advise Council as appropriate on approval of Bye-Laws for:
  - Applications for registration

- Applications for restoration to the Register
- Conditions for registration in a division of the Register if authorised by Council
- Criteria for restoration to the Register.
- > To advise Council on implementation of Part 4 of the Health and Social Care Professionals Act (as amended) 2005.
- > To advise Council on regulation of professions named in the Act and such other professions as may be added.
- > To consider and review risks and the mitigating measures to be taken. Where registration risks are identified to set out a plan as to how to address, reduce or eliminate these risks where possible and advise the Audit, Risk and Governance committee accordingly.
- > To review the Terms of Reference of the Committee on an annual basis and make such recommendations to Council in relation thereto as may be deemed appropriate.
- > To report to Council on a regular basis on the Committee's activities.
- > Approval of a 'CORU Registered' Logo and guidelines for the use of the registration number and the use of the 'CORU Registered' Logo for registrants
- > Consideration and approval of changes to the Fit and Proper Framework Policy for decision making by Registration Boards.
- > Consideration of the issues and procedures involved where applicants disclose relevant medical disabilities and the imposition of Registration Conditions under section 40(A) of the Act.
- > Approval of technical amendments to the CORU Recognition Policy
- > Approval of amendments to the Fit and Proper Questionnaire
- > Consideration of a Revised Language Policy for applicants
- > Consideration of the issues involved where applicants submit qualifications recognition letters that do not meet the requirements of the standard registration route (Section 38).
- > Consideration of the issues on the uptake of the European Professional Card and effects for prospective registrants.

### **Key Activities in 2017:**

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- > Review of the Terms of Reference of Registration Committee
- > Consideration of the implications of the Revised Qualifications Directive
- > Revision of the Return to Practice Form providing greater guidance to registration applicants and supervisors, ensuring greater alignment with Bye-Laws
- > Further Review and Streamlining of the Annual Renewals Process
- > Consideration of the Registration Risk Register
- > Approval of amendments to policy requirements for foreign police clearance documentation

## Education Committee

**Role:** To advise Council on policies and procedures in relation to education.

**Membership:** Council Members: David Irwin (Chairperson until 20 January 2018); Caroline McIntosh; John O’Mullane; Peter Davison\*; Marion O’Rourke; Carmel Kearns; Ann Kearney; Odhran Allen\*\*; Carmel Smith\*\*\*

\*Appointed 19 January 2017

\*\* Appointed 21 March 2017

\*\*\*Appointed 29 June 2017

Number of Meetings during 2017: 5

Attendance: Appendix 2

### Terms of Reference:

- › To assist Council in the development and review of policy and processes for the approval and monitoring of education and training programmes under Part 5 of the Act
- › To advise Council on the development and review of the criteria for approval and monitoring of education and training programmes under Part 5 of the Act
- › To advise Council on the development and review of the framework standards of proficiency for professions under the Act
- › To advise Council on the development and review of policy in relation to Continuing Professional Development (CPD)
- › To advise Council on any guidelines it may issue to Registration Boards regarding the education, training and Continuing Professional Development of registrants
- › To advise Council on possible risks arising from the policies relating to (i) the approval and monitoring of the continuing suitability of education and training programmes and (ii) Continuing Professional Development, and to advise on the management of any risks identified.

### Key Activities in 2017:

- › Draft Council guideline for making the Approved Qualifications Bye-Law
- › Criteria for Education and Training Programmes – RRB
- › Fees for Programme Approval and Monitoring
- › Approval and Monitoring Training – Report
- › Research into the approval of new education and training programmes
- › Criteria for Programme Staff - Considerations
- › Education Stakeholder Engagement
- › Communication plan regarding Interim approach to CPD enforcement issue
- › Draft Council guideline for CPD implementation and interim approach on CPD enforcement issue
- › Communication plan following CPD implementation and interim approach on CPD enforcement issue
- › CPD Audit – SWRB
- › CPD Audit – RRB
- › Principals for new CPD Model
- › Outline CPD Model
- › Social Care Project

## Professional Practise Advisory Committee

**Role:** To support the operation and continued development of the Fitness to Practise function

**Membership:** Deirdre Madden, (Chairperson)\*, Cormac Quinlan\*\*, David Irwin, Mo Flynn\*, Shane McCarthy, (Council Members)

\* Term on Committee Expired in December 2017

\*\* Resigned from Committee.

**Number of meetings in 2017:** 3

**Attendance:** Appendix 2

### Terms of Reference:

- › To assist Council in overseeing and reporting on any or all amendments to the Disciplinary Committee procedures and processes for dealing with Complaints, Inquiries and Discipline under Part 6 of the Act on behalf of the Council
- › To advise the Council on the review and development of policy relating to Fitness to Practise under Part 6 of the Act,
- › To advise Council on matters of governance arising from Part 6 of the Act
- › To assist Council in analysing the operational information arising from the processes of the Preliminary Proceedings Committee and the Committees of Inquiries,
- › To assist Council in its communications on Fitness to Practise,
- › To advise on the development and review of the framework for the Common Code of Professional Conduct and Ethics on behalf of Council,
- › To advise on the establishment and review of processes and procedures to deal with applicants for registration or recognition who appeal decisions in relation to registration or recognition,
- › To advise on the establishment and review of policies, processes and procedures arising from Council's legislative power to bring and prosecute summary proceedings for any offence under the Act,
- › To advise on guidelines for the making of bye-laws relating to the sale and prescription of Spectacles.

Approved by Council 27 July 2017.

### Key Activities in 2016:

Recommendations made to Council the following issues:

- › Delegation of Decision to issue alerts
- › Approach in relation to membership of the Appeals Committee
- › A fee increase for ordinary members of the Disciplinary Committees
- › Payment of fees to members of the Appeals Committee
- › Amended Appeal Procedures
- › Approach in relation to membership of the Disciplinary Committees
- › Amended guideline relating to the Optical Registration Board (Regulation & Control of Prescribing and Dispensing of Prescriptions and Sale of Spectacles) Bye-Law 2015
- › Updated Framework for the Code of Professional Conduct and Ethics

## Preliminary Proceedings Committee

**Role:** The Preliminary Proceedings Committee is an investigating committee established by CORU and as provided for by legislation, to consider Fitness to Practise complaints about health and social care professionals. The Preliminary Proceedings Committee was established under Part 6 of the Health and Social Care Professionals Act 2005 (as amended), which was commenced on the 31 December 2014.

The Preliminary Proceedings Committee considers each complaint and decides whether:

- › it should be referred onwards for resolution by mediation or
- › it should be referred for hearing to a Committee of Inquiry or
- › no further action should be taken.

The Preliminary Proceedings Committee sits in private and may consider a number of complaints in a single meeting.

### Membership:

In 2017, Council appointed the following members to the Preliminary Proceedings Committee:

**Non-Registrant Members:** Molly Buckley (effective from January 2018)

**Speech and Language Therapist Registrant Member:** Yvonne Lynch

**Social Work Registrant:** Pauline Underwood

**Radiographer:** Anne O’Loughlin (effective from January 2018)

### Existing members of the Preliminary Proceedings Committee:

Non-Registrant Members: Katharine Bulbulia (Chairperson), Mark Kane (Alternate Chairperson), Eamon Naughton, Fionnuala Cook, Sean O’Meara, Marc Thomson Grolimund, Joe Masterson, Frank Martin

**Radiographer Registrant Members:** Jacqui McGovern, Siobhan Higgins

**Radiation Therapist Registrant Members:** Derry McCarthy, Laura Mullaney, Ruth Woods

**Social Worker Registrant Members:** Freda McKittrick, Gloria Kirwan, Mary Fennessy, Shane Donnelly, Patricia Sheehan, Colm Lehane

**Optometrist Registrant Member:** Michael Moore, Joan Ryan

**Occupational Therapist Registrant Member:** Sile Rose Henehan, Philomena Dunne

**Dietitian Registrant Member:** Sharon Patton

In July 2017, a training event was held for the Preliminary Proceedings Committee. In 2017, the Committee met on 12 occasions to consider complaints received by CORU.

### Key Activities in 2017:

In 2017, 33 new complaints were received by CORU in relation to Fitness to Practise matters. Of the complaints received by CORU in 2016, 13 continued into 2017.

## Appeals Committee

### Membership:

**Council members appointed to represent the public interest:** Shane McCarthy, David Irwin, Laura Phelan, Joe Martin.

**Professional members of Council:** Tony McAleer, Caroline McIntosh, Sinéad Fitzgerald, Ruth Charles.

**Non-Council members:** Gloria Kirwan (Social Worker), John Leinster (Social Worker), Mary Egan (Social Worker), Paul Hersee (Dispensing Optician), Sinéad Ryan (Optometrist), Fiona Armstrong (Occupational Therapist), Kate Murphy (Occupational Therapist), Michelle Mossop (Radiographer), Niamh Brennan (Radiographer), Maria Broderick (Radiation Therapist), Fiona Coughlan-Young (Radiation Therapist), Caralyn Horne (Speech & Language Therapist), Jill Long (Physiotherapist), Liam O’Connell (Radiographer).

### Procedures:

1. The Council makes the following procedures for regulation of the Appeals Committee pursuant to Section 23(6) of the Act (the “Procedures”).
  2. The Appeals Committee is established by the Health and Social Care Professionals Council (the “Council”) pursuant to section 23 of the Act to exercise its powers and perform its functions under section 42B and section 43 of the Health and Social Care Professionals Act 2005, as amended (“the Act”).
  3. The requirement for confirmation of the acts of the Appeals Committee under section 23(5) is dispensed with.
  4. The Appeals Committee shall provide a report to Council as soon as practicable following the hearing of an application under section 42B or section 43 of the Act.
  5. The term of office of each member of the Appeals Committee shall be two years from the date of their appointment, save as otherwise determined by the Council.
- For the avoidance of doubt, where the member of the Appeals Committee is a Council member, his or her term of office as an Appeals Committee member shall expire when his or her term as a Council member expires, regardless of the duration of his or her appointment as a member of the Appeals Committee. No member of the Appeals Committee may hold office as a member of the Appeals Committee for more than two consecutive terms.
6. The Appeals Committee shall sit in panels of three members when hearing an application under section 42B or section 43 of the Act.
  7. Each panel shall consist of:
    - A Council member who was appointed to Council as a representative of the interest of the general public under section 9(3)(b)(iv) and who shall act as Chairperson of the panel;
    - A Council member who was appointed to the Council as a “professional member” within the meaning of section 9 of the Act and is from a profession other than that of the Appellant; and
    - A non-Council member from the same profession as the Appellant.
  8. The Appeals Committee shall conduct the hearing of applications under section 42B and section 43 of the Act in accordance with the Council’s Appeals Procedure as amended by the Council from time to time.
  9. These Procedures will be reviewed on a two-yearly basis.
  10. These Procedures shall not in any way be taken as curbing or limiting the powers of the Council in relation to the performance of its functions or the exercise of its powers under section 42B or section 43 of the Act.

Approved by Council 27 July 2017.

### Key Activities in 2017:

Two registration and nine recognition appeal applications were heard by the Appeals Committee during 2017.

## Committees of Inquiry (Professional Conduct Committee and Health Committee)

**Role:** If it is decided that a complaint relating to a Registrant’s Fitness to Practise requires further action, the complaint may go before a Committee of Inquiry. This may be a Professional Conduct Committee or a Health Committee.

The Committee of Inquiry (the Professional Conduct Committee or the Health Committee, depending on the nature of the complaint) will be made up of three people:

- › one registrant from the same profession as the registrant against whom the complaint is made,
- › one registrant from another profession and
- › one non-registrant (Chairperson).

The hearing will be similar to those before a Court or Tribunal. At a hearing the Professional Conduct Committee or the Health Committee hears evidence from the parties to a complaint and ultimately decides, having considered the evidence, if there is an impairment to practise on the part of the registrant who has been complained about.

Professional Conduct Committee hearings are normally held in public. Health Committee hearings are normally held in private.

### Membership:

In 2017, The Professional Conduct Committee consisted of:

**Non-Registrant Members:** Bryan Hume (Chairperson), Geraldine Feeney, Mary Fletcher Smith, Georgina Farren, Clare McAleer, Michael Ryan

**Optometrist Registrant Member:** Mark Daly

**Occupational Therapist Registrant Member:** Alice Gormley, Christian Garcia

**Radiographer Registrant Member:** Shane Foley, Vicky Cahalane

**Radiation Therapist Registrant Member:** Anita O’Donovan, Claire Poole

**Social Worker Registrant Members:** Cleo Yates, Ruth More O’Ferall

**Speech & Language Therapist Registrant Member:** Neva Watchorne

**Dietitian Member:** Siobhan Julian

In 2017, The Health Committee consisted of:

**Non-Registrant Members:** Kristin Quinn (Chairperson), Graham Knowles, Martin Lawlor, John Byrne

**Radiographer Registrant Member:** Una Murphy

**Radiation Therapist Registrant Member:** Raymond Power

**Social Worker Registrant Members:** Aine McGuirk, Neasan Farry, Karen Burke

**Optometrist Registrant Member:** John Weldon

**Speech and Language Therapist Member:** Rachel Leonard

In July and September, training events were held for the Professional Conduct Committee and the Health Committee.

## Nominations Committee

**Role:** To advise Council on policies and procedures in relation to registration.

**Membership:** Shane McCarthy (Chairperson), Joe Martin, Laura Phelan, Tom Jordan (Independent member).

Number of Meetings during 2017: 3

Attendance: Appendix 2

The Committee members shall be appointed by the Council and shall consist of not less than three Council members, and one external member. At least one member of the Committee shall have recent and relevant experience in the areas of recruitment and/or HR.

The Council shall appoint the Chairperson of the Nominations Committee.

The Nominations Committee shall meet at least four times a year and all members are expected to attend each meeting to the best of their abilities. The attendance of 40% of committee members shall constitute a quorum. A term of office on the Nominations Committee shall be two years with the option to complete a second term.

### The role of the Nominations Committee is:

1. To lead the process for Committee appointments and make recommendations to Council.
2. In conjunction with the executive, to annually evaluate the structure, size and composition (including the balance of skills, knowledge, experience and diversity) of the Council Committees and make recommendations to Council with regard to any changes that may be deemed necessary.
3. To keep under review the non-executive leadership needs of CORU, with a view to ensuring the continued ability of CORU to operate effectively to deliver on its mission to protect the public, particularly through the nomination to Council of appropriate members of Committees and Advisory Groups.
4. The Chair of the Nominations Committee may initiate a call for expressions of interest for vacancies by the Executive.
5. Before making recommendations for appointment, the Committee will evaluate the balance of skills, knowledge and experience required for any vacancy and will prepare a description of the role and capabilities required for a particular appointment. In formulating the required skill set, knowledge and experience required for a particular role, the Committee shall take due account of the need for effective succession planning and continuity within the Committees and Advisory Groups.

6. To be responsible for identifying and nominating for Council approval, candidates to fill vacancies as and when they arise. In identifying suitable candidates the Committee:
- a. may, where appropriate, use open advertising to facilitate the search
  - b. may, where appropriate, request the executive to produce a first screen scoring system, and submit same to the Committee for approval.
  - c. shall consider candidates on merit and against objective criteria, and with due regard for the benefits of diversity, taking care that nominees are aware of the time demands for the role and have enough time to devote to the position.
  - d. Shall ensure that on appointment, appropriate induction and training is provided in a timely fashion to members of Council, Committees and Advisory Groups.

### Key activities in 2017:

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- > Review of the Terms of Reference of Nominations Committee
- > Nominations to Education Committee of Council
- > Nominations to Professional Practise Advisory Committee (PPAC)
- > Nominations to Registration Committee
- > Nominations to Finance and General Purposes Committee
- > External recruitment campaign to Committees of Inquiry
- > Nomination to Medical Council
- > Nominations to Appeals Committee
- > Nomination to HIQA Advisory Committee
- > Nomination to Audit Risk and Governance Committee
- > Nomination of Chairs for reappointment to Committees of Inquiry
- > Nominations to Preliminary Proceedings Committee
- > Called for expressions of interest for PPAC Chair



Members of the Health and Social Care Professionals Council with Minister for Health, Simon Harris TD, on 26 January 2017 at the official launch of CORU's Statement of Strategy 2017-2021.



# Dietitians Registration Board

This report is an account of the activities of the Dietitians Registration Board during 2017, presented to the Health and Social Care Professionals Council for inclusion in the Council's Annual Report 2017, as required under Section 25 (1) of the Health and Social Care Professionals Act 2005 (as amended).

## **Foreword**

We are pleased to present this report on the work of the Dietitians Registration Board in 2017. Since the protection of the title "Dietitian" from 31 October 2016, the Board has continued in its role in protecting the public and ensuring that all registrants adhere to the highest standards of professional conduct, education, training and competence.



As of 31 December 2017, there were 865 CORU registered dietitians. We look forward to working with all registrants to ensure the highest standards of patient care are consistently delivered.

With 2017 marking the first full year of the protection of the title of 'Dietitian', the Board continued to engage with the public, employers and members of the profession through various public consultations. These public consultations assisted in the development of a number of bye-laws, policies and standards being approved including: Restoration to the Register following Voluntary Removal Bye-Law and Restoration to the Register following Cancellation Bye-Law.

The Board also approved two policies during the year, which included the delegation of functions with respect to routine applications from the Board to the Registrar and the delegation of functions to the Registrar with respect to the Internal Market Information System (IMI) alerts when required in respect of competent authority applications.

The Board approved the educational programme, the Masters of Science in Clinical Dietetics in University College Dublin, following a public consultation in July this year. Following the consultation, the Board submitted the ByeLaw for approval by Council. The Board also approved a review team to conduct a programme approval of the Bachelor of Science in Human Nutrition and Dietetics in Dublin Institute of Technology and Trinity College Dublin.

During the year, a number of our Board members' terms of office ended and we would like to thank those members; David Cunningham, Clíodhna McDonough and the Chair, Elizabeth Barnes. The Board also welcomed appointed members Mary A. T. Flynn, representative in the management of public health and social care, and Geraldine Murray, involved in voluntary private/health social care management.

We acknowledge all of our current and previous Board members' tremendous work and commitment during the formative years of the Registration Board and we thank them for their ongoing commitment and valued contribution.

We look forward to working and engaging with the profession and our stakeholders again in 2018 as we continue our important work to protect the public by promoting professional standards.

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#### **Halóg Mellett**

*Chairperson  
Dietitians  
Registration Board*

#### **Ginny Hanrahan**

*Registrar  
Dietitians  
Registration Board*



## Background

The Minister for Health appointed the Dietitians Registration Board in February 2013 following a public appointment notice.

The Health and Social Care Professionals Act, 2005 (as amended) provides for thirteen voluntary members to be appointed to the Board. No remuneration is paid to members serving on the Board, except standard public service travel and subsistence rates.

The Board consists of seven lay members, with the remaining six being professional nominees, representing:

- > The management of services provided by the profession
- > The education and training of the profession
- > The practice of the profession.

In 2017, the Dietitians Registration Board met eight times.

At the close of 2017, there were two vacancies on the Dietitians Registration Board.



## Role

Under the Act the role of the Registration Boards at CORU is to protect the public by fostering high standards of professional conduct, education, training and competence through statutory registration of health and social care professionals.

### **The Dietitians Registration Board at CORU has responsibility for:**

- > Establishing and maintaining a Register of members of the profession
- > Assessing and recognising qualifications gained outside the State
- > Approving and monitoring education and training programmes
- > Devising the Code of Professional Conduct and Ethics
- > Setting the requirements for Continuing Professional Development (CPD).



## Bye-Laws

After public consultation in 2016 and subsequent Council approval, the Board approved two Bye-Laws. These were for Restoration to the Register following Voluntary Removal and Restoration to the Register following Cancellation.

Section 31 of the Act permits the Dietitians Registration Board to make Bye-Laws relating to the process for restoration to the register. The Act has the necessary provisions to deal with the occasion where a registrant is removed from the register for non-payment of retention fees and subsequently seeks to be restored to the register. Bye-Laws are therefore not required for this process.

The Bye-Laws permitted under Section 31 cater for circumstances where a registrant seeks removal from the register on his/her request or where a registrant has his/her registration cancelled (struck off) by Council and subsequently seeks to be restored to the register.

In order to ensure clarity and consistency of approach, and to ensure that the restoration process is robust, it was appropriate that the Dietitians Registration Board would utilise the legal provisions in the Act and make Bye-Laws governing restoration to the register. Separate Bye-Laws are required for two different circumstances:

- > Restoration to the Register following Removal on Request Bye-Law
- > Restoration to the Register following Cancellation Bye-Law.

Following the approved consultation process and after considering all the survey responses and other communications from stakeholders, the Dietitians Registration Board made the Bye-Laws above.



## Appointments

Mary A. T. Flynn was appointed to the Board as a representative engaged in the management of public health and social care. The Board welcomed Ruth Charles back following her re-appointment as a representative engaged in the management of the profession. Geraldine Murray was appointed to the Board as a public interest representative and was welcomed to her first meeting in June.



## Registration

The Register for dietitians opened on 31 October 2014. The opening of the Register was followed by a two-year transitional period for dietitians already practising to apply for registration. This period was necessary to give individuals an opportunity to apply for registration and satisfy the Board that they met the requirements. It also afforded practitioners that did not hold currently approved qualifications a once-off opportunity to apply for registration. This transitional period ended on 31 October 2016.

A total of 865 dietitians have been registered by the Dietitians Registration Board as of 31 December 2017.

Work is continuing to process new applications for registration. The Board must be satisfied that applicants meet the requirements for registration.

Applicants:

- Must be fit and proper to engage in the practice of the profession.

In the case of those availing of the transitional arrangements, applicants must:

- Hold a required qualification listed in the Act or have successfully completed an assessment of professional competence
- Have been practising in the State during the five years prior to the opening of the Register.

In the case of new entrants, applicants must:

- Hold an approved qualification that meets the standards of proficiency set by CORU
- Have sufficient knowledge of the language necessary to practise in the State.

All applicants for registration must undergo Garda Vetting as part of the registration process.

By December 2017:

- 4 dietitians voluntarily left the Register
- 2 dietitians were removed from the Register for non-payment of fees.

The Dietitians Register is available to view online at [www.coru.ie](http://www.coru.ie).



## Competent Authority

As Competent Authority, the Board considers international qualifications for recognition prior to registration. These qualifications are assessed against the standards of proficiency required of graduates within the Republic of Ireland.

If substantial differences (deficits) exist in comparing a professional qualification against the standards of proficiency, any additional education and training, and/or additional relevant work experience must be taken into account.

If substantial differences still exist, an applicant may be offered the choice of a compensation measure. This will be the choice of a period of adaptation (period of supervised practice) to address any deficits identified or the opportunity to take an aptitude test.

During 2017, 41 applications for recognition of international qualifications were granted by the Dietitians Registration Board and 3 applicants were requested to engage in compensation measures.





## Policy Activities

### Delegation of functions to the Registrar – routine applications

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In February, the Board approved the delegation of functions with respect to routine applications from the Dietitians Registration Board to the Registrar. This enables the CEO/Registrar to sample applications in a similar manner to the Registration Board and is a positive opportunity to enable the Board to register members of its respective profession in a more efficient manner, without placing the registration process at risk. There are many benefits in delegating routine applications to the Registrar, including:

- › Reducing the average processing time for all routine applications by at least one month
- › Allowing the Registrar to process registration applications all year round and be in a position to register graduates promptly
- › Allowing a Registration Board to focus on policy issues and registration applications with exceptions
- › Saving of at least 100 boxes of paper each year and on photocopying charges.



### Delegation of functions to the Registrar – IMI alerts

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The Board also approved the delegation of functions to the Registrar with respect to IMI alerts. This will enable the CEO/Registrar to issue an IMI Alert about a professional whose pursuit in the State of professional activities has been restricted or prohibited, even temporarily, by authorities or Courts in the State. Where a person is found guilty by a Court in the State of using a false instrument as evidence of professional qualifications, the competent authority is required to issue an alert about the identity of that person.

### Education activities

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The Board approved one education programme for stakeholder consultation in July - the Masters of Science in Clinical Dietetics in University College Dublin. After a public consultation report, the Board approved the Dietitians Registration Board Approved Qualification Bye-Law for submission to Council for its approval. The Board approved a review team to conduct programme approval of the Bachelor of Science in Human Nutrition and Dietetics in Dublin Institute of Technology and Trinity College Dublin. The approval visit was due to take place in October 2017. However, due to Storm Ophelia, the visit has been deferred until 2018.

# Membership

Elizabeth Barnes\*

*Service Management Representative*  
Attended 1 of 1 meetings of the Board



Halóg Mellett

*Chairperson*  
*Practising Professional Representative*  
Attended 8 of 8 meetings of the Board



Teresa Bruen

*Public Interest Representative*  
Attended 5 of 8 meetings of the Board



Tony Morris

*Public Health/Social Care*  
*Management Representative*  
Attended 6 of 8 meetings of the Board



Ruth Charles

*Service Management Representative*  
Attended 5 of 7 meetings of the Board



Anthony Smith

*Public Interest Representative*  
Attended 5 of 8 meetings of the Board



David Cunningham

*Private Health/Social Care*  
*Management Representative*  
Attended 0 of 1 meetings of the Board



Suzanne Doyle

*Education & Training Representative*  
Attended 8 of 8 meetings of the Board



John Hanily

*Public Interest Representative*  
Attended 7 of 8 meetings of the Board



Mary A. T. Flynn

*Service Management Representative*  
Attended 3 of 7 meetings of the Board



Nick Kennedy

*Third Level Representative*  
Attended 4 of 8 meetings of the Board



Geraldine Murray

*Public Health/Social Care*  
*Management Representative*  
Attended 4 of 4 meetings of the Board



Clíodhna McDonough

*Practising Professional Representative*  
Attended 0 of 1 meetings of the Board



Fiona Ward

*Practising Professional Representative*  
Attended 0 of 1 meetings of the Board



Denise McGrath

*Public Interest Representative*  
Attended 5 of 8 meetings of the Board



**Dietitians Registration Board Attendance 2017**

Name	02 Feb	09 Mar	06 Apr	09 May	15 Jun	13 Jul	05 Oct	05 Dec
Halóg Mellett	✓	✓*	✓*	✓*	✓*	✓*	✓*	✓*
Elizabeth Barnes	✓*	N	N	N	N	N	N	N
John Hanily	✓	✓	✓	✓	✓	✗	✓	✓
Nick Kennedy	✗	✓	✓	✗	✓	✗	✓	✗
Tony Morris	✓	✓	✗	✓	✓	✗	✓	✓
Anthony Smith	✓	✓	✓	✗	✓	✓	✗	✗
Denise McGrath	✓	✗	✗	✗	✓	✓	✓	✓
Teresa Bruen	✓	✓	✓	✓	✗	✗	✗	✓
Suzanne Doyle	✓	✓	✓	✓	✓	✓	✓	✓
Ruth Charles	N	✓	✓	✗	✗	✓	✓	✓
Clíodhna McDonough	✗	N	N	N	N	N	N	N
David Cunningham	✗	N	N	N	N	N	N	N
Mary A. T. Flynn	N	✗	✓	✗	✓	✗	✓	✗
Geraldine Murray	N	N	N	N	✓	✓	✓	✓
Fiona Ward	N	N	N	N	N	N	N	✗

**Key to meeting attendance:**

- ✓ attended
- ✗ apologies or absent
- \* Chairperson
- N not on Council/  
Board on this date
- R Resigned
- O Observer status

# 2

# Medical Scientists Registration Board

This report is an account of the activities of the Medical Scientist Registration Board during 2017, presented to the Health and Social Care Professionals Council for inclusion in the Council's Annual Report 2017, as required under Section 25 (1) of the Health and Social Care Professionals Act 2005 (as amended).

## Foreword

We are very pleased to present the work of the Medical Scientists Registration Board in 2017. This year was a very important year for the Registration Board in terms of progressing the preparatory work required before the opening of the register.

Statutory regulation provides greater openness and accountability for the public while reinforcing a culture of competence and continuing professional development for the profession. The move to statutory registration is a positive development, proving a vital role when it comes to the upholding of professional standards. Only those practitioners who meet the standards set by the Medical Scientists Registration Board will be entitled to practise using the title. This will strengthen and enhance the public's confidence in the profession.

In 2017, the Registration Board progressed its work in a number of important areas which will form the foundation for the regulation of the profession. Several policies were approved by the Board and are detailed later in this report.

We would like to thank the members of the Board for committing their time to their role during the formative years of the Registration Board. We look forward to working with all members of the profession and our stakeholders and we appreciate their support and feedback as we begin our work of statutory regulation of medical scientists.

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**Pauline Treanor**

*Chairperson  
Medical Scientists  
Registration  
Board*

**Ginny Hanrahan**

*Registrar  
Medical Scientists  
Registration Board*

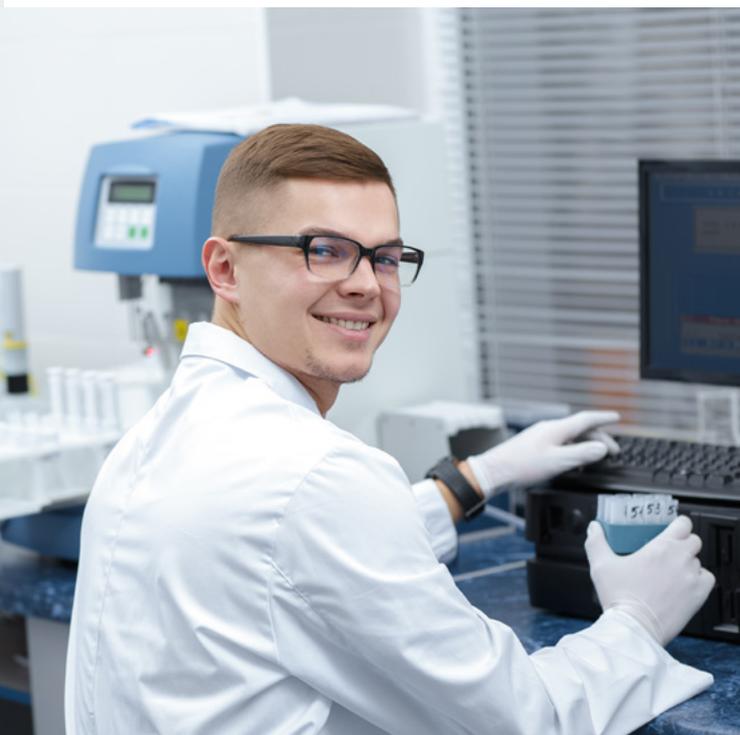


## Role

Under the Act, the role of the Registration Boards at CORU is to protect the public by fostering high standards of professional conduct, education, training and competence through statutory registration of health and social care professionals.

### The Medical Scientists Registration Board at CORU has responsibility for:

- › Establishing and maintaining a Register of members of the profession
- › Assessing and recognising qualifications gained outside the State
- › Approving and monitoring education and training programmes
- › Setting the requirements for return to practice
- › Setting the Code of Professional Conduct and Ethics
- › Setting the requirements for Continuing Professional Development (CPD).



## Background

The Minister for Health appointed the Medical Scientists Registration Board in November 2016.

The Health and Social Care Professionals Act, 2005 (as amended) provides for thirteen voluntary members to be appointed to the Board. No remuneration is paid to members serving on the Board, except standard public service travel and subsistence rates.

Seven appointees are lay members, with the remaining six being members of the profession who are engaged in:

- › The education and training of the profession
- › The management of services provided by the profession
- › The practice of the profession.

At the close of 2017, there was one vacancy on the Medical Scientists Registration Board.



## Summary of Activities 2017

The Board met seven times in 2017.



## Policy activities

The Board approved several policies this year:

- › Code of Conduct for Board members
- › Relationship between Board and Council
- › Approved Qualifications Bye-Law
- › Council resolution on details to be entered on the Register
- › Approved Certificate of Registration
- › Consultation model and Registration related Bye-Laws.

# Membership of the Board

Marie Culliton

*Engaged in the management*  
Attended 5 of 6 meetings



Helen Lambkin

*Engaged in the education of the profession*  
Attended 6 of 6 meetings



Clíodhna Foley-Nolan

*Involved in public health/ social care management*  
Attended 4 of 6 meetings



Muiris O’Ceidigh

*Public Interest representative*  
Attended 5 of 6 meetings



Clodagh Geraghty

*Public interest representative*  
Attended 2 of 3 meetings



John O’Loughlin

*Engaged in the management*  
Attended 6 of 6 meetings



Mary Hunt

*Involved in the education of health/social care*  
Attended 6 of 6 meetings



Brendan O’Reilly

*Engaged in the practice of the profession*  
Attended 4 of 4 meetings



Vincent Hunt

*Public interest representative*  
Attended 5 of 6 meetings



Irene Regan

*Engaged in the practice*  
Attended 4 of 6 meetings



Bernadette Jackson

*Engaged in the practice*  
Attended 6 of 6 meetings



Pauline Treanor\*

*Chairperson*  
*Involved in voluntary/private, Health/Social care management*  
Attended 6 of 6 meetings



Wendy Kennedy

*Public interest representative*  
Attended 4 of 6 meetings



**Medical Scientists Registration Board Attendance 2017**

<b>Name</b>	<b>16 Feb</b>	<b>11 Apr</b>	<b>11 May</b>	<b>12 Jul</b>	<b>27 Sep</b>	<b>30 Nov</b>
Pauline Treanor	✓*	✓*	✓*	✓*	✓*	✓*
Marie Culliton	✓	✓	✗	✓	✓	✓
Mary Hunt	✓	✓	✓	✓	✓	✓
Vincent Hunt	✗	✓	✓	✓	✓	✓
Bernadette Jackson	✓	✓	✓	✓	✓	✓
Muiris O'Ceidigh	✓	✓	✓	✗	✗	✓
Wendy Kennedy	✓	✓	✗	✗	✓	✓
Helen Lambkin	✓	✓	✓	✓	✓	✓
Clíodhna Foley-Nolan	✓	✗	✗	✓	✓	✓
John O'Loughlin	✓	✓	✓	✓	✓	✓
Brendan O'Reilly	✓	✓	✗	✓	✓	✗
Irene Regan	✓	✓	✓	✗	✓	✗
Clodagh Geraghty	N	N	N	✓	✗	✓

**Key to meeting attendance:**

- ✓ attended
- ✗ apologies or absent
- \* Chairperson
- N not on Council/  
Board on this date
- R Resigned
- O Observer status

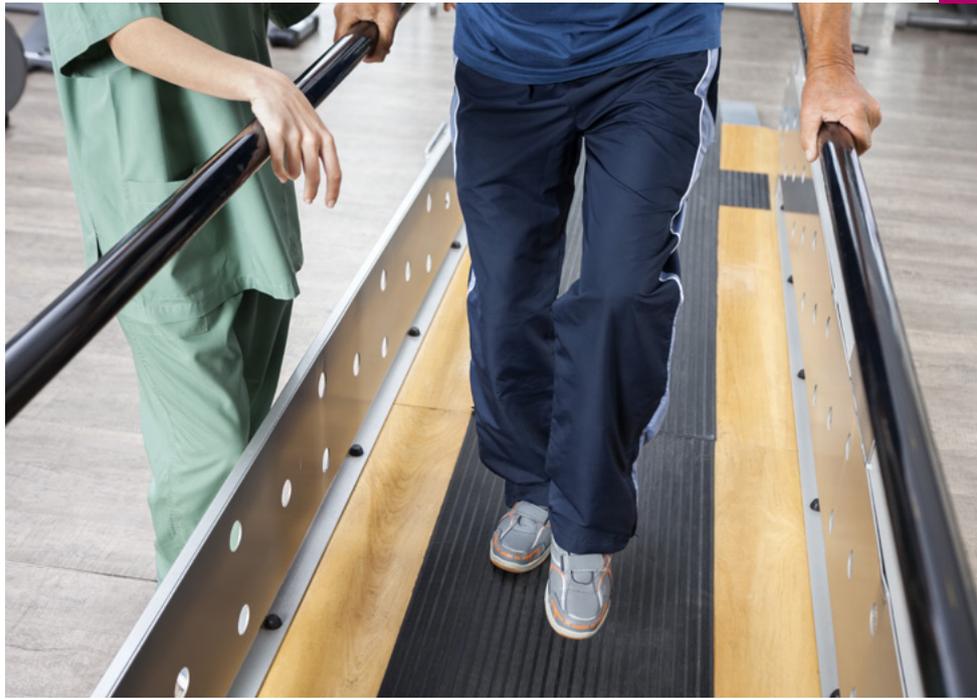


# Occupational Therapists Registration Board

This report is an account of the activities of the Occupational Therapists Registration Board during 2017, presented to the Health and Social Care Professionals Council for inclusion in the Council's Annual Report 2017, as required under Section 25 (1) of the Health and Social Care Professionals Act 2005 (as amended).

## **2017 Foreword**

We are pleased to present this account of the activities of the Occupational Therapists Registration Board during 2017. The Board is responsible for setting and promoting high standards of professional education, conduct, training and competence among occupational therapists.



From 31 March 2017, the title ‘occupational therapist’ became a legally protected title in Ireland. Only those who have applied (existing practitioners) or registered with CORU are entitled to practise using the title. The protection of the title is provided for in the Health and Social Care Professionals Act 2005 (as amended).

Registration is a very positive advancement for the occupational therapist profession in Ireland. It informs the public that registered members of the profession are qualified, and that they are required to practise standards that put the care and safety of the public to the forefront. It gives reassurance to members of the public that registered occupational therapists meet the specified approved standards.

At the end of 2017, there were 2,237 occupational therapists on the register. We look forward to working with all registrants to ensure the highest standards of patient care are consistently delivered.

Following public consultation in 2016 and subsequent Council approval, the Board approved two Bye-Laws during 2017, which are as follows:

- › Restoration to the Register following Voluntary Removal Bye-Law
- › Restoration to the Register following Cancellation Bye-Law.

During 2017, the Board approved the delegation of functions with respect to routine applications from Occupational Therapists Registration Board to the Registrar. The Board also approved the delegation of functions to the Registrar with respect to IMI (Internal Market Information System) Alerts.

We would like to thank the members of the Board for their collaborative effort and contribution during the year. Five new members were appointed to the Board in 2017. They were Gerard Walshe, Jagdish Prasad Yadav, Ann Sheehan, Clodagh Nolan, and Tina McGrath. We would like to welcome all our new members and we look forward to working closely with them.

We look forward to working with the profession and engaging with our stakeholders again in 2018 as advancements continue to be made in the regulation of occupational therapists.

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#### **Richard Hammond**

*Chairperson  
Occupational  
Therapists Registration  
Board*

#### **Ginny Hanrahan**

*Registrar  
Occupational  
Therapists Registration  
Board*



## Background

The Minister for Health appointed the Occupational Therapists Registration Board in February 2013 following a public appointment notice.

The Health and Social Care Professionals Act, 2005 (as amended) provides for the appointment of thirteen voluntary members to the Board. No remuneration is paid to members serving on the Board, except standard public service travel and subsistence rates.

Seven are lay members, with the remaining six being professional nominees, representing:

- › The education and training of the profession
- › The management of services provided by the profession
- › The practice of the profession.

Richard Hammond is the current Chairperson of the Occupational Therapists Registration Board.

The Occupational Therapists Registration Board met nine times in 2017.

At the close of 2017, there were three vacancies on the Occupational Therapists Registration Board.



## Role

Under the Act, the role of the Registration Boards is to protect the public by fostering high standards of professional conduct, education, training and competence through statutory registration of health and social care professionals.

### **The Occupational Therapists Registration Board at CORU has responsibility for:**

- › Establishing and maintaining a Register of members of the profession
- › Assessing and recognising qualifications gained outside the State
- › Approving and monitoring education and training programmes
- › Devising the Code of Professional Conduct and Ethics
- › Setting the requirements for Continuing Professional Development (CPD).

## Bye-Laws

After public consultation in 2016 and subsequent Council approval, the Board approved two Bye-Laws for Restoration to the Register following Voluntary Removal and Restoration to the Register following Cancellation.

Section 31 of the Act permits the Occupational Therapists Registration Board to make Bye-Laws relating to the process for restoration to the register. The Act has the necessary provisions to deal with the occasion where a registrant is removed from the register for non-payment of retention fees and subsequently seeks to be restored to the register. Bye-Laws are therefore not required for this process.

The Bye-Laws permitted under section 31 cater for circumstances where a registrant seeks removal from the register on his/her request or where a registrant has his/her registration cancelled (struck off) by Council and subsequently seeks to be restored to the register.

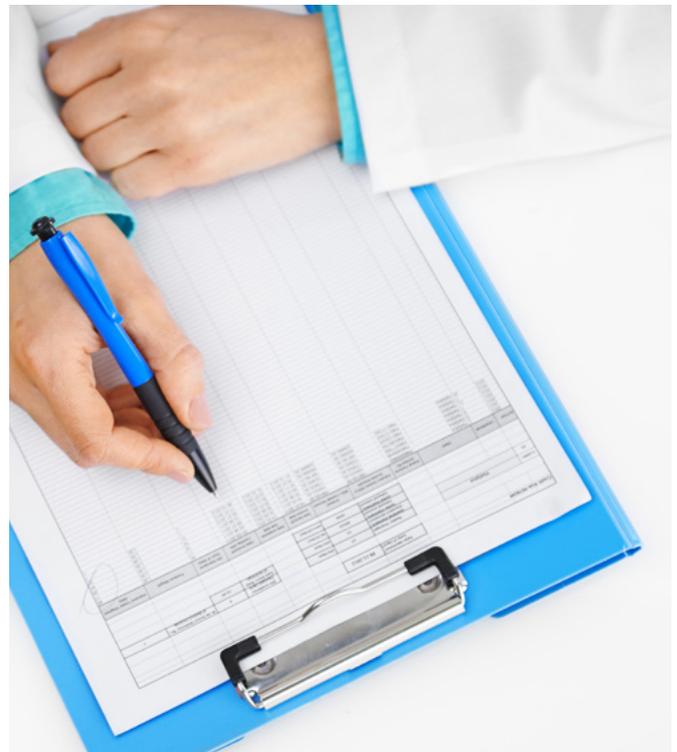
In order to ensure clarity and consistency of approach, and to ensure that the restoration process is robust, it was appropriate that the Occupational Therapists Registration Board would utilise the legal provisions in the Act and make Bye-Laws governing restoration to the register. Separate Bye-Laws are required for two different circumstances:

- Restoration to the Register following Removal on Request Bye-Law
- Restoration to the Register following Cancellation Bye-Law.

Following the approved consultation process and after considering all the survey responses and other communications from stakeholders, the Occupational Therapists Registration Board approved the Bye-Laws.

## Appointments

The Occupational Therapists Registration Board nominated Richard Hammond as Chairperson in February. The Board welcomed five new members this year. Gerard Walshe was appointed to the Board as a representative engaged in the management of the profession. Jagdish Prasad Yadav was appointed as a representative engaged in the practice of the profession while Ann Sheehan was appointed to the Board as a representative of public interest. Clodagh Nolan and Tina McGrath were re-appointed by the Minister and were welcomed back to the Board at the October meeting. Clodagh Nolan is engaged in the education of occupational therapy and Tina McGrath is a practising occupational therapist. The Board wishes to thank the following former members for all their hard work and contributions during the year; Odhrán Allen, Ailish Kelly and Máire O’Leary.





## Registration

The Register for occupational therapists opened on 31 March 2015. The opening of the Register is followed by a two-year transitional period for occupational therapists already practising to apply for registration. This period is necessary to give individuals an opportunity to apply for registration and satisfy the Board that they meet the requirements. It also affords practitioners that do not hold currently approved qualifications a once-off opportunity to apply for registration. This transitional period ended on 31 March 2017.

A total of 2,237 occupational therapists have been registered by the Occupational Therapists Registration Board as of 31 December 2017.

Work is continuing to process applications for registration. The Board must be satisfied that applicants meet the requirements for registration.

Applicants:

- > Must be fit and proper to engage in the practice of the profession.

In the case of those availing of the transitional arrangements must:

- > Hold a required qualification listed in the Act or have successfully completed an assessment of professional competence
- > Have been practising in the State during the five years prior to the opening of the Register.

In the case of new entrants must:

- > Hold an approved qualification that meets the standards of proficiency set by CORU
- > Have sufficient knowledge of the language necessary to practise in the State.

All applicants for registration must undergo Garda Vetting as part of the registration process.

By December 2017:

- > 8 occupational therapists voluntarily left the Register
- > 5 were removed from the Register for non-payment of fees.

The Occupational Therapists Register is available to view online at [www.coru.ie](http://www.coru.ie).



## Competent Authority

As the Competent Authority for the profession, the Board considered 90 applications for recognition of international qualifications during 2017.

In accordance with EU Directive 2005/36/EC of the European Parliament and of the European Council, the Board recognised 83 qualifications and required 2 applicants to complete a compensation measure in order to address deficits identified in their qualification. Once an international qualification is recognised by the competent authority, then the holder of the qualification is eligible to apply for registration.



## Policy Activities

### Delegation of functions to the Registrar – routine applications

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In February, the Board approved the delegation of functions with respect to Routine Applications from the Occupational Therapists Registration Board to the Registrar. This enables the Registrar to sample applications in a similar manner to the Registration Board and is a positive opportunity to enable the Board to register members of its respective profession in a more efficient manner, without placing the registration process at risk. There are many benefits in delegating routine applications to the Registrar, including:

- › Reducing the average processing time for all routine applications by at least one month
- › Allowing the Registrar to process registration applications all year round and be in a position to register graduates promptly
- › Allowing a Registration Board to focus on policy issues and registration applications with exceptions
- › Saving at least 100 boxes of paper each year and on photocopying charges.

### Delegation of functions to the Registrar – IMI alerts

---

The Board also approved the delegation of functions to the Registrar with respect to IMI Alerts. This will enable the CEO/Registrar to issue an IMI alert about a professional whose pursuit in the State of professional activities has been restricted or prohibited, even temporarily, by authorities or courts in the State. Where a person is found guilty by a court in the State of using a false instrument as evidence of professional qualifications, the competent authority is required to issue an alert about the identity of that person.



## Education Activities

The Occupational Therapists Registration Board approved draft Profession Specific Criteria for Education and Training Programmes and draft Standards of Proficiency for Occupational Therapists for consultation on 30 May 2017. These documents were drafted based on the updated Council approved framework documents which were approved for use in December 2015. A stakeholder consultation was conducted from 6 June 2017 to 14 July 2017. The feedback was presented to the Board for consideration after which, the Board adopted the Council Guideline on making the Approved Qualifications Bye-Law in July.

The Board also approved the profession specific guidelines document. This document will be merged with the core criteria guidelines and will then be issued to Education Providers. This document provides guidelines for providers on meeting the profession specific criteria for education and training programmes which are set out in two sections:

1. Level of qualifications for entry to the register
2. Practice placements

# Membership of the Board

Odhrán Allen

*Engaged in the practice of the profession*  
Attended 2 of 2 meetings



Tina McGrath

*Engaged in the practice of the profession*  
Attended 2 of 2 meetings



Patrick Benson

*Public interest representative*  
Attended 8 of 9 meetings



Clodagh Nolan

*Chairperson*  
*Engaged in the education of the profession*  
Attended 4 of 4 meetings



June Boulger

*Involved in public health/ social care management*  
Attended 0 of 9 meetings



Maire O'Leary

*Involved in voluntary/private health/social care management*  
Attended 3 of 6 meetings



Aisling Culhane

*Public Interest Representative*  
Attended 6 of 9 meetings



Ann Sheehan

*Public interest representative*  
Attended 2 of 4 meetings



Richard Hammond\*

*Chairperson*  
*Public interest representative*  
Attended 9 of 9 meetings



Gerard Walshe

*Engaged in the management of the profession*  
Attended 5 of 5 meetings



Ailish Kelly

*Engaged in the management of the profession*  
Attended 1 of 2 meetings



Jagdish Prasad Yadav

*Engaged in the practice of the profession*  
Attended 4 of 5 meetings



Catherine McCabe

*Involved in the education of health and social care*  
Attended 7 of 9 meetings



**Occupational Therapists Registration Board Attendance 2017**

<b>Name</b>	<b>12 Jan</b>	<b>09 Feb</b>	<b>21 Mar</b>	<b>12 Apr</b>	<b>30 May</b>	<b>04 Jul</b>	<b>05 Sep</b>	<b>17 Oct</b>	<b>21 Nov</b>
Richard Hammond	✓	✓	✓*	✓*	✓*	✓*	✓*	✓*	✓*
June Boulger	✗	✗	✗	✗	✗	✗	✗	✗	✗
Máire O’Leary	✓	✓	✗	✓	✗	✗	R	R	R
Patrick Benson	✓	✓	✓	✓	✓	✓	✓	✗	✓
Aisling Culhane	✓	✓	✓	✓	✗	✗	✓	✓	✗
Catherine McCabe	✓	✗	✓	✓	✓	✓	✓	✗	✓
Odhrán Allen	✓	✓	N	N	N	N	N	N	N
Ailish Kelly	✓	✗	N	N	N	N	N	N	N
Gerard Walshe	N	N	N	N	✓	✓	✓	✓	✓
Jagdish Prasad Yadav	N	N	N	N	✓	✓	✓	✗	✓
Ann Sheehan	N	N	N	N	N	✗	✓	✗	✓
Tina McGrath	N	N	N	N	N	N	N	✓	✓
Clodagh Nolan	✓*	✓*	N	N	N	N	N	✓	✓

**Key to meeting attendance:**

- ✓ attended
- ✗ apologies or absent
- \* Chairperson
- N not on Council/  
Board on this date
- R Resigned
- O Observer status

# 4

# Optical Registration Board

This report is an account of the activities of the Optical Registration Board during 2017, presented to the Health and Social Care Professionals Council for inclusion in the Council's Annual Report 2017, as required under Section 25 (1) of the Health and Social Care Professionals Act 2005 (as amended) (The Act).

## Foreword

We are pleased to present this account of the activities of the Optical Registration Board during 2017. The Board is responsible for setting and promoting high standards of professional education, conduct, training and competence amongst dispensing opticians and optometrists.



At the end of December 2017, there were 184 dispensing opticians and 805 optometrists registered with the Optical Registration Board. The Register, which can be viewed at [www.coru.ie](http://www.coru.ie), allows members of the public check to see if a dispensing optician or optometrist is registered and be reassured that the individual is part of a profession with required standards of conduct and performance.

Public safety and the protection of service users is a fundamental aspect of our role and in order to protect the public, we need to serve the professions we regulate by ensuring that we safeguard their educational quality.

CORU conducted a Halloween Public Information Campaign in October. The purpose of this campaign was to raise awareness amongst the public on the possible health risks of wearing novelty cosmetic lenses that are not sold by a CORU registered optometrist or dispensing optician. The campaign, spread over the print media and online channels, had a total audience reach of over 960,000. As a result of the campaign, enquiries to CORU's Enforcement Unit increased significantly.

Three positions on the Board will become vacant in February 2018 following the completion of the members' designated terms. Elections of candidates nominated to these positions will take place early in 2018. We look forward to welcoming the newly elected members to the Board.

We would like to thank the current members of the Board for their ongoing commitment throughout the year. We look forward to working and engaging with the professions and our stakeholders again in 2018 as we continue our important work to protect the public by promoting professional standards.

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**Peter McGrath**

*Chairperson  
Optical Registration  
Board*

**Ginny Hanrahan**

*Registrar  
Optical Registration  
Board*



## Background

The Minister for Health appointed the Interim Optical Registration Board on the 09 April 2014. The first meeting was held on 20 May 2014 and the Board met six times during 2014 and on two occasions in 2015 prior to the making of the Ministerial Order to establish the Optical Registration Board, which was made in February 2015.

The Optical Registration Board held its first statutory meeting on 24 March 2015.

The Health and Social Care Professionals Act, 2005 (as amended) provides for thirteen voluntary members to be appointed to the Board. No remuneration is paid to members serving on the Board, except standard public service travel and subsistence rates.

Seven are lay members, with the remaining six being professional nominees, four optometrists and two dispensing opticians, representing:

- › The management of services provided by the profession
- › The education and training of the profession
- › The practice of the profession.

At the end of 2017 there was one vacancy on the Board.



## Role

Under the Act the role of the Registration Boards at CORU is to protect the public by fostering high standards of professional conduct, education, training and competence through statutory registration of health and social care professionals.

### **The Optical Registration Board at CORU has responsibility for:**

- › Establishing and maintaining a Register of members of the profession
- › Assessing and recognising qualifications gained outside the State
- › Approving and monitoring education and training programmes
- › Devising the Code of Professional Conduct and Ethics
- › Setting the requirements for Continuing Professional Development (CPD).

## Bye-Laws

After public consultation in 2016 and subsequent Council approval, the Optical Registration Board approved two Bye-Laws for Restoration to the Register following Voluntary Removal and Restoration to the Register following Cancellation.

Section 31 of the Act permits the Optical Registration Board to make Bye-Laws relating to the process for restoration to the register. The Act has all the necessary provisions to deal with the occasion where a registrant is removed from the register for non-payment of retention fees and subsequently seeks to be restored to the register. Bye-Laws are therefore not required for this process.

The Bye-Laws permitted under section 31 cater for circumstances where a registrant seeks removal from the register on his/her request or where a registrant has his/her registration cancelled (struck off) by Council and subsequently seeks to be restored to the register.

In order to ensure clarity and consistency of approach, and to ensure that the restoration process is robust, it was appropriate that the Optical Registration Board would utilise the legal provisions in the Act and make Bye-laws governing restoration to the register. Separate Bye-Laws are required for two different circumstances:

- Restoration to the Register following Removal on Request Bye-Law
- Restoration to the Register following Cancellation Bye-Law.

Following the approved consultation process and after considering all the survey responses and other communications from stakeholders, the Optical Registration Board made the Bye-Laws above.

## Education

In February 2017, the Optical Registration Board approved the timeline of the Programme Approval Process for the BSc Ophthalmic Dispensing Programme.

## Appointment

Richard Brennan was appointed to the Optical Registration Board in June 2017 as a representative of public interest and attended his first meeting in September 2017.

## Registration

Work continues to process new applications for registration. The Board must be satisfied that applicants meet the requirements for registration.

In the case of new entrants, they must:

- Hold an approved qualification that meets the standards of proficiency set by CORU
- Have sufficient knowledge of the language necessary to practise in the State
- Be fit and proper to engage in the practice of the profession.

All applicants for registration must undergo Garda Vetting as part of the registration process.

At the end of 2017, there were 805 optometrists registered. There were also 185 dispensing opticians registered of which 111 were registered in the general division and 74 registered in the contact lenses division.

By December 2017:

- 20 registrants voluntarily left the Register
- 9 registrants were removed from the Register for non-payment of fees

The Optometrists Register and the Dispensing Opticians Register are available to view online at [www.coru.ie](http://www.coru.ie).

## Delegation of functions to the Registrar – routine applications

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In February, the Board approved the delegation of functions with respect to routine applications from the Optical Registration Board to the Registrar. This enables the CEO/Registrar to sample applications in a similar manner to the Registration Board. This is a positive opportunity to enable the Board to register members of its respective profession in a more efficient manner, without placing the registration process at risk. There are many benefits in delegating routine applications to the Registrar, including:

- › Reducing the average processing time for all routine applications by at least one month
- › Allowing the Registrar to process registration applications all year round and be in a position to register graduates promptly
- › Allowing a Registration Board to focus on policy issues and registration applications with exceptions
- › Saving at least 100 boxes of paper each year and on photocopying charges.



## Competent Authority

As Competent Authority, the Board considers international qualifications for recognition prior to registration. These qualifications are assessed against the standards of proficiency required of graduates within the Republic of Ireland.

If substantial differences (deficits) exist in comparing a professional qualification against the standards of proficiency, any additional education and training, and/or additional relevant work experience; must be taken into account. If substantial differences still exist, an applicant may be offered the choice of a compensation measure. This will be the choice of a period of adaptation (period of supervised practice) to address any deficits identified or to take an aptitude test.

During 2017, 31 applications for recognition of international qualifications were granted by the Board. Of these, 17 were optometrists and 14 were dispensing opticians. A further 6 applicants were required to engage in compensation measures. Of these, 4 were optometrists and 2 were dispensing opticians.

## Delegation of functions to the Registrar – IMI alerts

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The Board also approved the delegation of functions to the Registrar with respect to IMI alerts. This will enable the CEO/Registrar to issue an IMI Alert about a professional whose pursuit in the State of professional activities has been restricted or prohibited, even temporarily, by authorities or courts in the State. Where a person is found guilty by a Court in the State of using a false instrument as evidence of professional qualifications, the competent authority is required to issue an alert about the identity of that person.

## Validity length of a Contact Lens Prescription

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The Board has responsibility for the regulation and control of prescribing and dispensing of prescriptions and sales of spectacles. It currently regulates those matters through the Optical Registration Board (Regulation and Control of Prescribing and Dispensing of Prescriptions and Sale of Spectacles) Bye-Law 2015. One feature of that bye-law is that prescriptions for spectacles have a validity period of one year. Having considered best practice in the area, and following numerous discussions, the Board has decided that prescriptions for spectacles should have a validity period of up to two years. Accordingly, the Board intends to make a new bye-law to reflect the revised period.

The revised validity period of a prescription for spectacles is the only change which the proposed Optical Registration Board (Regulation and Control of Prescribing and Dispensing of Prescriptions and Sale of Spectacles) Bye-Law 2018 will introduce.



# Membership of the Board

Owen Blee

*Engaged in the practice of the profession*  
Attended 7 of 7 meetings



John Doran

*Engaged in the education of the profession*  
Attended 7 of 7 meetings



Seamus Boland

*Involved in voluntary private/health social care management*  
Attended 5 of 7 meetings



Charles Irwin

*Public Interest Representative*  
Attended 5 of 7 meetings



Richard Brennan

*Public interest representative*  
Attended 3 of 3 meetings



Norma Judge

*Engaged in the practice of the profession*  
Attended 5 of 7 meetings



Martin Coyne

*Public interest representative*  
Attended 2 of 7 meetings



Peter McGrath \*

*Chairperson*  
*Engaged in the management of the profession*  
Attended 7 of 7 meetings.



Majella Daly

*Involved public Health/ Social Care management*  
Attended 3 of 3 meetings



Ann Sheehan

*Public interest representative*  
Attended 5 of 7 meetings



Peter Davison

*Involved in the education of health/social care*  
Attended 6 of 7 meetings



Vivienne Starr

*Engaged in the practice of the profession*  
Attended 6 of 7 meetings



Eilis Dolan English

*Engaged in the management of the profession*  
Attended 3 of 7 meetings



**Optical Registration Board Attendance 2017**

Name	08 Feb	06 Mar	28 Mar	21 Jun	01 Sep	11 Oct	15 Nov
Peter McGrath	✓*	✓*	✓*	✓*	✓*	✓*	✓*
Norma Judge	✓	✗	✓	✓	✓	✓	✗
Vivienne Starr	✓	✓	✓	✓	✗	✓	✓
Owen Blee	✓	✓	✓	✓	✓	✓	✓
Éilis Dolan-English	✗	✓	✗	✓	✗	✗	✓
Seamus Boland	✓	✓	✓	✗	✓	✓	✗
Peter Davison	✓	✓	✓	✓	✓	✗	✓
Martin Coyne	✗	✗	✗	✗	✓	✓	✗
Charles Irwin	✓	✓	✗	✓	✓	✗	✓
Ann Sheehan	✓	✓	✗	✓	✓	✗	✓
John Doran	✓	✓	✓	✓	✓	✓	✓
Majella Daly	✗	✗	✗	R	R	R	R
Richard Brennan	N	N	N	N	✓	✓	✓

**Key to meeting attendance:**

- ✓ attended
- ✗ apologies or absent
- \* Chairperson
- N not on Council/  
Board on this date
- R Resigned
- O Observer status

# 5

# Physiotherapists Registration Board

This report is an account of the activities of the Physiotherapists Registration Board during 2017, presented to the Health and Social Care Professionals Council for inclusion in the Council's Annual Report 2017, as required under Section 25 (1) of the Health and Social Care Professionals Act 2005 (as amended).

## Foreword

We are pleased to present this report on the working of the Physiotherapists Registration Board for 2017. Considerable progress was made during the year and we look forward to building on this in 2018, which will be another significant step in the journey to statutory regulation.



On 30 September 2016, the Board opened the Register for Physiotherapists to apply for statutory registration. Existing practitioners are now in the last year of the two-year transition period by which time they must apply for registration before the title ‘physiotherapist’ becomes legally protected.

Following a decision by the former Minister for Health, Minister Leo Varadkar TD, at the beginning of 2016 and in agreement with the current Minister for Health, Simon Harris TD, qualified users of the title ‘physical therapist’ will also be regulated and admitted to the Register. Significant progress was made on this during 2017. On the 20 December the Health and Social Care Professionals (Amendment) Act 2017 was commenced. This now means that certain existing practitioners of physical therapy, and those holding certain qualifications in physical therapy, can now apply for registration with the Physiotherapists Registration Board.

As part of this report we would like to acknowledge physiotherapist practitioners, their employers and many others who have participated on the journey to statutory registration. They have actively engaged with the work of the Board through public and stakeholder consultations and have helped build the system of statutory registration that is now in place.

We would like to thank all members of the Board for their collaborative effort and contribution during the year. We look forward to working together in 2018 as we continue on the path to statutory regulation.

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**Anne Horgan**

*Chairperson  
Physiotherapists  
Registration Board*

**Ginny Hanrahan**

*Registrar  
Physiotherapists  
Registration Board*



## Background

The Minister for Health appointed the Physiotherapists Registration Board on 20 May 2015 following a public appointment notice. The Board met seven times during 2017.

The Health and Social Care Professional Act, 2005 (as amended) provides for thirteen voluntary members to be appointed to the Board. No remuneration is paid to members serving on the Board, except standard civil service travel and subsistence rates.

The Board consists of seven lay members, with the remaining six being professional nominees, representing:

- › The management of services provided by the profession
- › The education and training of the profession
- › The practice of the profession.

At the end of 2017, there were four vacancies on the Board.



## Appointments

The following members completed their terms in May of 2017; John Kerrane, Aileen Sheehan, Martina Ryan, Guiseppe De Vito and Ruth Whelan. The Board welcomed two appointed public interest representatives this year; Fearghal Grimes attended his first meeting in June and Ruth Maher attended her first meeting in July.





## Bye-Laws

After public consultation in 2016 and subsequent Council approval, the Board approved two Bye-Laws. These were for Restoration to the Register following Voluntary Removal and Restoration to the Register following Cancellation.

Section 31 of the Act permits the Physiotherapists Registration Board to make Bye-Laws relating to the process for restoration to the register. The Act has the necessary provisions to deal with the occasion where a registrant is removed from the register for non-payment of retention fees and subsequently seeks to be restored to the register. Bye-Laws are therefore not required for this process.

The Bye-Laws permitted under section 31 cater for circumstances where a registrant seeks removal from the register at his/her own request or where a registrant has his/her registration cancelled (struck off) by Council and subsequently seeks to be restored to the register.

In order to ensure clarity and consistency of approach, and to ensure that the restoration process is robust, it was appropriate that the Physiotherapists Registration Board would utilise the legal provisions in the Act and make Bye-Laws governing restoration to the register. Separate Bye-Laws are required for two different circumstances:

- › Restoration to the Register following Removal on Request Bye-Law
- › Restoration to the Register following Cancellation Bye-Law.

Following the approved consultation process and after considering all the survey responses and other communications from stakeholders, the Physiotherapists Registration Board made the Bye-Laws as listed above.



## Protection of Title – Legislation Amendment

The amendments in the Health and Social Care Professionals Act 2005, to allow for the registration of physical therapists, to address the issues in relation to the appointment of professional members onto the Boards and Council and to address the delayed entry to practice issue, has been completed by the Attorney General's Office. It then went on the eCabinet site that provides for consultation with other Government departments, to allow the legislation to proceed to the next stage.



## Registration

The Register for physiotherapists opened on 30 September 2016. The opening of the Register is followed by a two-year transitional period for professionals already practising to apply for registration. This period is necessary to give individuals an opportunity to apply for registration and satisfy the Board that they meet the requirements.

It also affords practitioners that do not hold currently approved qualifications a once-off opportunity to apply for registration. This transitional period for physiotherapists will end on 30 September 2018. The Irish Society of Chartered Physiotherapists (ISCP) had advised their members not to register until the legislation was completed to address the requirements for physical therapists to apply to the register. We hope that the over 4000 physiotherapists in Ireland will commence applications for registration as soon as possible in 2018, as we have concerns about the impact this delay will have on the work of the registration team.

The opening of the Register was a difficult decision for the Board and followed lengthy consideration and complex discussion on many issues. The Board recognises that a number of stakeholders still have concerns and the Board is committed to working with all stakeholders towards a resolution.

A total of 148 Physiotherapists have been registered by the Physiotherapists Registration Board as of 31 December 2017.

Work is continuing to process new applications for registration. The Board must be satisfied that applicants meet the requirements for registration. Applicants:

- › Must be fit and proper to engage in the practice of the profession.

In the case of those applicants availing of the transitional arrangements must:

- › Hold a required qualification listed in the Act or have successfully completed an assessment of professional competence.
- › Have been practising in the State during the five years prior to the opening of the Register.

In the case of new entrants:

- › Hold an approved qualification that meets the standards of proficiency set by CORU
- › Have sufficient knowledge of the language necessary to practise in the State.

All applicants for registration must undergo Garda Vetting as part of the registration process.

By December 2017:

- › 0 registrants voluntarily left the Register
- › 0 registrants were removed from the Register for non-payment of fees

The Physiotherapists Register is available to view online at [www.coru.ie](http://www.coru.ie).

## Delegation of functions to the Registrar – Routine Applications

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In February, the Board approved the delegation of functions with respect to routine applications from the Physiotherapists Registration Board to the Registrar. This enables the CEO/Registrar to sample applications in a similar manner to the Registration Board and is a positive opportunity to enable the Board to register members of its respective profession in a more efficient manner, without placing the registration process at risk. There are many benefits in delegating routine applications to the Registrar, including:

- › Reducing the average processing time for all routine applications by at least one month
- › Allowing the Registrar to process registration applications all year round and be in a position to register graduates promptly
- › Allowing a Registration Board to focus on policy issues and registration applications with exceptions.



## Competent Authority

As the Competent Authority for the profession, the Board considered 124 applications for recognition of international qualifications during 2017.

In accordance with EU Directive 2005/36/EC of the European Parliament and of the European Council, the Board recognised 63 qualifications and required 13 applicants to complete a compensation measure in order to address deficits identified in their qualification. Once an international qualification is recognised by the Competent Authority, the holder of the qualification is then eligible to apply for registration.

### Delegation of functions to the Registrar – IMI alerts

The Board also approved the delegation of functions to the Registrar with respect to IMI alerts. This will enable the CEO/Registrar to issue an IMI Alert about a professional whose pursuit in the State of professional activities has been restricted or prohibited, even temporarily, by authorities or courts in the State. Where a person is found guilty by a Court in the State of using a false instrument as evidence of professional qualifications, the competent authority is required to issue an alert about the identity of that person.



## Education

### Approved qualifications for registration

The Board approved the following education programmes in 2017:

- › Bsc in Physiotherapy, University of Limerick
- › MSc in Physiotherapy, University College of Dublin
- › BSc in Physiotherapy, Royal College of Surgeons Ireland.

### Criteria and Standards of Proficiency

The Board approved the draft Physiotherapists Registration Board Criteria and Standards of Proficiency for Education and Training programmes for stakeholder consultation in April.

The Board also approved CPD standards and requirements for registrants. Requirements for Private Practice were specified and approved by the Board.



## Other Policy Decisions

The Board approved the Fit and Proper Framework policies. The Board will consider all applications which are not straight-forward on a case-by-case basis, including applications where a declaration is made as part of the “fit and proper” declaration or in cases where a report has been received following the Garda Vetting process. The Fit and Proper framework assists the Board in considering such applications.

# Membership of the Board

Roy Brennan

*Public interest representative*  
Attended 6 of 7 meetings



Anne Horgan

*Chairperson*  
*Engaged in the management of the profession*  
Attended 7 of 7 meetings



Jane Carolan

*Engaged in the management of a voluntary/private health/social care organisation*  
Attended 4 of 7 meetings



John Kerrane

*Public interest representative*  
Attended 3 of 3 meetings



David Cross

*Physical Therapist Observer*  
Attended 5 of 7 meetings



Ruth Magee

*Engaged in the practice*  
Attended 6 of 7 meetings



Giuseppe DeVito

*Involved in the education of health and social care*  
Attended 0 of 3 meetings



Ruth Maher

*Public interest representative*  
Attended 1 of 3 meetings



Catherine Doody

*Engaged in the management of a voluntary/private health/social care organisation*  
Attended 5 of 6 meetings



Martina Ryan

*Engaged in the practice of the profession*  
Attended 3 of 3 meetings



Fearghal Grimes

*Public Health/Social Care Management Representative*  
Attended 4 of 4 meetings



Aileen Sheehan

*Engaged in the practice of the profession*  
Attended 3 of 3 meetings



Padraig Heverin

*Public interest representative*  
Attended 6 of 7 meetings



Ruth Whelan

*Engaged in the management of the profession*  
Attended 2 of 3 meetings



### Physiotherapists Registration Board Attendance 2017

Name	01 Feb	08 Mar	26 Apr	14 Jun	19 Jul	29 Sep	22 Nov
Anne Horgan	✓*	✓*	✓*	✓*	✓*	✓*	✓*
Ruth Magee	✓	✓	✓	✓	✓	✓	✗
Aileen Sheehan	✓	✓	✓	N	N	N	N
Martina Ryan	✓	✓	✓	N	N	N	N
Ruth Whelan	✓	✓	✗	N	N	N	N
Jane Carolan	✗	✓	✓	✓	✗	✓	✗
Giuseppe De Vito	✗	✗	✗	N	N	N	N
John Kerrane	✓	✓	✓	N	N	N	N
Padraig Heverin	✗	✓	✓	✓	✓	✓	✓
Roy Brennan	✗	✓	✓	✓	✓	✓	✓
David Cross	✓O	✗O	✓O	✓O	✗O	✓O	✓O
Catherine Doody	N	✗	✓	✓	✓	✓	✓
Fearghal Grimes	N	N	N	✓	✓	✓	✓
Ruth Maher	N	N	N	N	✓	✗	✗

#### Key to meeting attendance:

- ✓ attended
- ✗ apologies or absent
- \* Chairperson
- N not on Council/  
Board on this date
- R Resigned
- O Observer status



# Psychologists Registration Board

This report is an account of the activities of the Psychologists Registration Board during 2017, presented to the Health and Social Care Professionals Council for inclusion in the Council's Annual Report 2017, as required under Section 25(1) of the Health and Social Care Professionals Act 2005 (as amended).

## Foreword

The Minister for Health, Simon Harris TD, confirmed on the 21 July 2017 the establishment and appointment of members of the Psychologists Registration Board, under the Health and Social Care Professionals Act 2005 (as amended). The first meeting of the Registration Board took place on the 19 September 2017.

The Psychologists Registration Board has statutory responsibility for:

- › establishing and maintaining a register of members of the profession
- › assessing, approving and monitoring educational courses for the profession
- › establishing the code of professional conduct and ethics and standards of performance to which Psychologists must adhere.

Statutory regulation provides greater openness and accountability for the public, while reinforcing a culture of competence and Continuing Professional Development (CPD) for professionals. The move to statutory registration is a positive development, proving a vital role when it comes to the upholding of professional standards. Only those practitioners who meet the standards set by the Psychologists Registration Board will be entitled to practise using the title. This will strengthen and enhance the public's confidence in the profession.

In 2018, the Registration Board will progress work in a number of important areas, which will form the foundation for regulation of the profession. We would like to thank the Board members for committing to this role during the formative years of the Registration Board.

Public Consultations on core elements of the new regulatory regime will form a significant part of our activity in 2018 and we look forward to working with the profession and engaging with our stakeholders as we begin our work on statutory regulation of psychologists.

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### **Ann Ellis**

*Chairperson  
Psychologists  
Registration Board*

### **Ginny Hanrahan**

*Registrar  
Psychologists  
Registration Board*



## Background

The Minister for Health appointed the Psychologists Registration Board in July 2017.

The Health and Social Care Professionals Act, 2005 (as amended) provides for thirteen voluntary members to be appointed to the Board. No remuneration is paid to members serving on the Board, except standard public service travel and subsistence rates.

Seven are lay members, with the remaining six being professional nominees, representing:

- > The education and training of the profession,
- > The management of services provided by the profession, and
- > The practice of the profession.



## Role

Under the Act, the role of the Registration Boards at CORU is to protect the public by fostering high standards of professional conduct, education, training and competence through statutory registration of health and social care professionals.

### **The Psychologists Registration Board at CORU has responsibility for:**

- > Establishing and maintaining a Register of members of the profession
- > Assessing and recognising qualifications gained outside the State
- > Approving and monitoring education and training programmes
- > Setting the requirements for return to practice
- > Setting the Code of Professional Conduct and Ethics
- > Setting the requirements for Continuing Professional Development (CPD).

At the close of 2017, there were no vacancies on the Psychologists Registration Board.

The Psychologists Registration Board had its first meeting on 19 September 2017. Ann Ellis was nominated as Chairperson. The Board also drew lots for the remaining member's terms of office.

# Membership of the Board

Niall Byrne

*Public Interest Representative*  
Attended 2 of 2 meetings



John T Malone

*Public Interest Representative*  
Attended 2 of 2 meetings



Ann Ellis

*Chairperson*  
*Public/Social care management*  
Attended 2 of 2 meetings



Edel Moloney

*Engaged in the practice of the profession*  
Attended 2 of 2 meetings



Joan Fitzgerald

*Public Interest Representative*  
Attended 2 of 2 meetings



Una Doyle O'Sullivan

*Public Interest Representative*  
Attended 2 of 2 meetings



Sinead Fitzgerald

*Engaged in the management of the profession*  
Attended 2 of 2 meetings



Eimear Spain

*Involved in the education*  
Attended 1 of 2 meetings



Natalie Hession

*Engaged in the management of the profession*  
Attended 2 of 2 meetings



Fiona Weldon

*Engaged in the practice of the profession*  
Attended 2 of 2 meetings



Gráinne Kirwan

*Engaged in the education of the profession*  
Attended 2 of 2 meetings



Kieran Woods

*Engaged in the practice of the profession*  
Attended 2 of 2 meetings



Paul Longmore

*Private Health/Social Care Management Representative*  
Attended 2 of 2 meetings



## Psychologists Registration Board Attendance 2017

Name	19 Sep	29 Nov
Ann Ellis	✓*	✓*
Niall Byrne	✓	✓
Joan Fitzgerald	✓	✓
Sinead Fitzgerald	✓	✓
Natalie Hession	✓	✓
Grainne Kirwan	✓	✓
Paul Longmore	✓	✓
John T Malone	✓	✓
Edel Moloney	✓	✓
Una Doyle O’Sullivan	✓	✓
Eimear Spain	✓	✗
Fiona Weldon	✓	✓
Kieran Woods	✓	✓

### Key to meeting attendance:

- ✓ attended
- ✗ apologies or absent
- \* Chairperson
- N not on Council/  
Board on this date
- R Resigned
- O Observer status



# Radiographers Registration Board

This report is an account of the activities of the Radiographers Registration Board during 2017, presented to the Health and Social Care Professionals Council for inclusion in the Council's Annual Report 2017, as required under Section 25 (1) of the Health and Social Care Professionals Act 2005 (as amended).

## **Foreword**

We are pleased to present this report on the work of the Radiographers Registration Board in 2017. The Board was established over five years ago, meeting for the first time in January 2012. Since then we have worked with our stakeholders to ensure that radiographers and radiation therapists adhere to the highest standards of professional conduct, education, training and competence.



The number of professionals registered with the Radiographers Registration Board continues to grow and as of the 31 December 2017 there were 2,413 radiographers and radiation therapists on the Register. That is a 10% increase on the 2016 figures. Interesting statistics are also available now on the breakdown of the Register by gender with 20% of registrants being male and 80% female.

The Register, which can be viewed at [www.coru.ie](http://www.coru.ie), allows members of the public to check if a radiographer or radiation therapist is registered and can be assured that this individual is part of a profession with the required standards of conduct and performance.

As the Competent Authority under the European Directive relating to Recognition of Qualifications for the profession, any individual seeking to work in Ireland as a radiographer or radiation therapist who gained their qualifications outside the State must apply to the Board to have their qualification recognised before they can apply to register.

After Council approval earlier this year, the Board approved two Bye-Laws. These were for Restoration to the Register following Removal and Restoration to the Register following Cancellation. Further details are contained in Bye Law section of this report.

The importance of Continuing Professional Development (CPD) in contributing to the Boards objective to protect the public is reflected in the Radiographers Registration Board Code of Professional Conduct and Ethics Bye Law 2013 (S.I. No 392). In October, the Board wrote to its registrants regarding the audit of a sample of radiographers and radiation therapists CPD portfolios from the cycle of 1 November 2015 to 31 October 2017. The outcome of the audit will help inform the Board in its function to develop guidance and support for registrants on CPD into the future.

A special word of thanks to all members of the Board, both current members and those whose terms are set to expire in 2018. All Board members participate on a voluntary basis and their ongoing commitment and valued contribution is much appreciated.

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**Richard Bruton**

*Chairperson  
Radiographers  
Registration Board*

**Ginny Hanrahan**

*Registrar  
Radiographers  
Registration Board*



## Background

The Minister for Health first appointed the Radiographers Registration Board in January 2012.

The Health and Social Care Professionals Act, 2005 (as amended) provides for thirteen voluntary members to be appointed to the Board. No remuneration is paid to members serving on the Board, except standard public service travel and subsistence rates.

Seven are lay members, with the remaining six being professional nominees, representing:

- > the education and training of the profession,
- > the management of services provided by the profession, and
- > the practice of the profession.

Richard Bruton is the current Chairperson of the Radiographers Registration Board.

In 2017, the Radiographers Registration Board met nine times.

At the close of 2017, there were two vacancies on the Radiographers Registration Board.



## Role

Under the Act, the role of the Registration Boards at CORU is to protect the public by fostering high standards of professional conduct, education, training and competence through statutory registration of health and social care professionals.

### **The Radiographers Registration Board has the following functions:**

- > Establishing and maintaining a Register of members of the profession
- > As the Competent Authority assessing and recognising qualifications gained outside the State
- > Approving and monitoring education and training programmes
- > Devising the Code of Professional Conduct and Ethics
- > Setting the requirements for Continuing Professional Development (CPD).



## Bye-Laws

After public consultation in 2016 and subsequent Council approval, the Board approved two Bye-Laws. These were for Restoration to the Register following Voluntary Removal and Restoration to the Register following Cancellation.

Section 31 of the Act permits the Radiographers Registration Board to make Bye-Laws relating to the process for restoration to the register. The Act has the necessary provisions to deal with the occasion where a registrant is removed from the register for non-payment of retention fees and subsequently seeks to be restored to the register. Bye-Laws are therefore not required for this process.

The Bye-Laws permitted under Section 31 cater for circumstances where a registrant seeks removal from the register on his/her request or where a registrant has his/her registration cancelled (struck off) by Council and subsequently seeks to be restored to the register.

In order to ensure clarity and consistency of approach, and to ensure that the restoration process is robust, it was appropriate that the Radiographers Registration Board would utilise the legal provisions in the Act and make Bye-Laws governing restoration to the register. Separate Bye-Laws are required for two different circumstances:

- Restoration to the Register following Removal on Request Bye-Law
- Restoration to the Register following Cancellation Bye-Law.

Following the approved consultation process and after considering all the survey responses and other communications from stakeholders, the Radiographers Registration Board made the Bye-Laws as listed above.



## Registration

The Radiographers Registration Board opened its Register on 31 October 2013. The opening of the Register was followed by a two-year transitional period for professionals already practising to apply for registration. This period was necessary to give individuals an opportunity to apply for registration and satisfy the Board that they met the requirements. It also afforded practitioners that did not hold currently approved qualifications, a once-off opportunity to apply for registration. This transitional period ended on 31 October 2015.

A total of 2,030 radiographers and 383 radiation therapists have been registered by the Radiographers Registration Board as of 31 December 2017.

Work continues to process new applications for registration. The Board must be satisfied that applicants meet the requirements for registration.

Applicants:

- Must be fit and proper to engage in the practice of the profession.

In the case of those applicants, availing of the transitional arrangements must:

- Hold a required qualification listed in the Act or have successfully completed an assessment of professional competence
- Have been practising in the State during the five years prior to the opening of the Register.

New entrants must:

- Hold an approved qualification that meets the standards of proficiency set by CORU, and
- Have sufficient knowledge of the language necessary to practise in the State.

All applicants for registration must undergo Garda Vetting as part of the registration process.

By December 2017:

- › 37 registrants voluntarily left the Register
- › 7 registrants were removed from the Register for non-payment of fees.

The Radiographers Division of the Register and the Radiation Therapists Division of the Register are available to view online at [www.coru.ie](http://www.coru.ie).

### Delegation of functions to the Registrar – routine applications

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In February, the Board approved the delegation of functions with respect to routine applications from the Radiographers Registration Board to the Registrar. This enables the Registrar to sample applications in a similar manner to the Registration Board and is a positive opportunity to enable the Board to register members of its respective profession in a more efficient manner, without placing the registration process at risk. There are many benefits in delegating routine applications to the Registrar, including:

- › Reducing the average processing time for all routine applications by at least one month
- › Allowing the Registrar to process registration applications all year round and be in a position to register graduates promptly
- › Allowing a Registration Board to focus on policy issues and registration applications with exceptions
- › Saving on paper and photocopying charges.



## Competent Authority

As Competent Authority, the Board considers international qualifications for recognition prior to registration. These qualifications are assessed against the standards of proficiency required of graduates within the Republic of Ireland.

If substantial differences (deficits) exist in comparing a professional qualification against the standards of proficiency, any additional education and training, and/or additional relevant work experience must be taken into account. If substantial differences still exist, an applicant may be offered the choice of a compensation measure. This will be the choice of a period of adaptation (period of supervised practice) to address any deficits identified or the opportunity to take an aptitude test.

As of 31 December 2017, 176 applications for recognition of international qualifications had been granted by the Board. 148 of these applications were from radiographers and the remaining 9 were from radiation therapists. 9 radiographer applicants were requested to engage in compensation measures, and 1 radiation therapist was requested to engage in compensation measures.

### Delegation of functions to the Registrar – IMI alerts

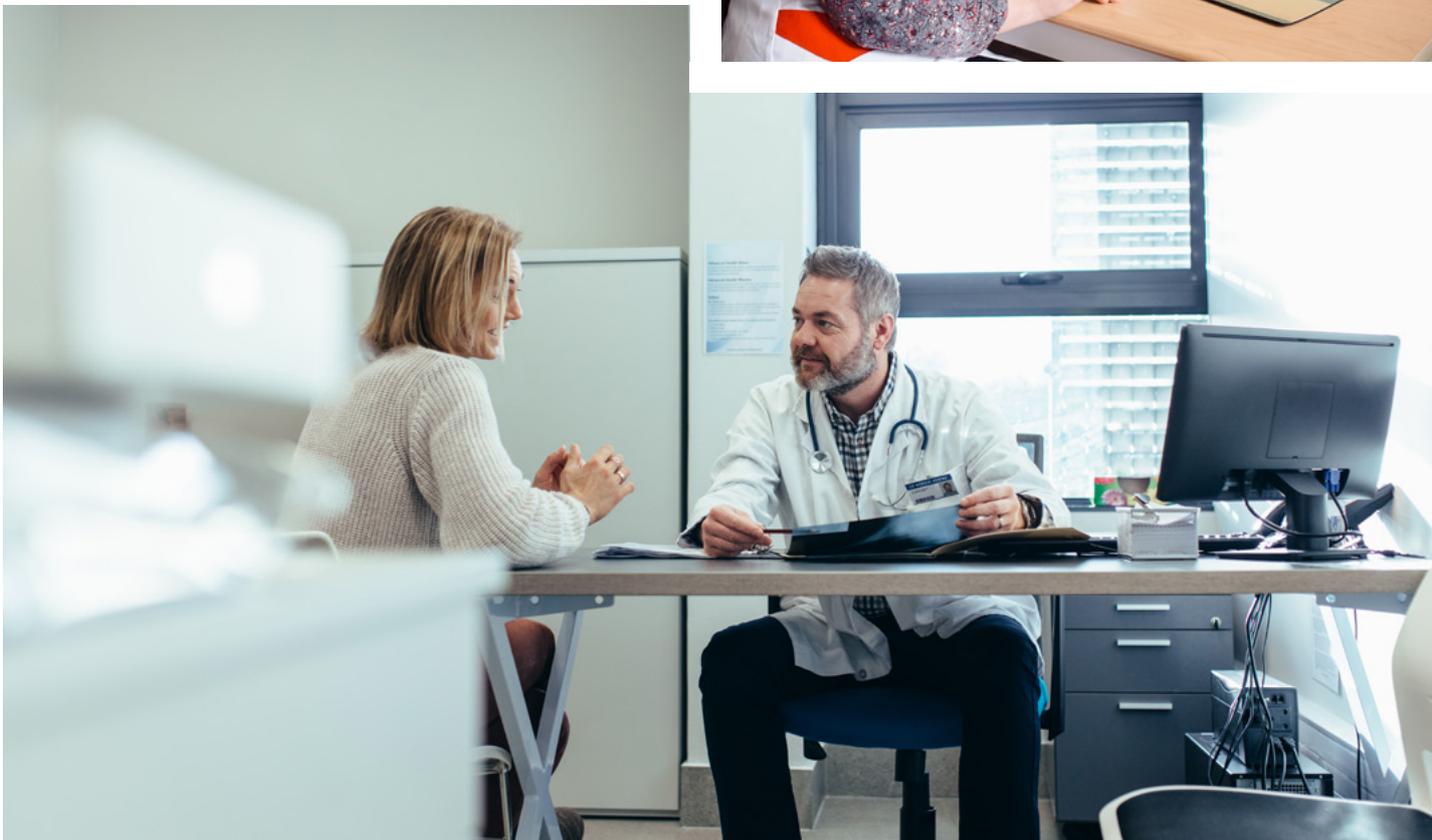
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The Board also approved the delegation of functions to the Registrar with respect to IMI alerts. This will enable the Registrar to issue an IMI alert about a professional whose pursuit, in the State, of professional activities has been restricted or prohibited, even temporarily, by authorities or courts in the State. Where a person is found guilty by a court in the State of using a false instrument as evidence of professional qualifications, the competent authority is required to issue an alert about the identity of that person.



## Education

The first 24 month CPD cycle for radiographers and radiation therapists came to an end on the 31st October 2017. The Radiographers Registration Board had given significant time to consideration of CPD in 2017 and conducting the first audit of their registrants CPD Portfolio's. The Board considers CPD to be integral to quality practice and service delivery, as well as being required under the Code of Ethics and Conduct for radiographers and radiation therapists. The Board will conduct a CPD audit in 2018. This audit will call a random selection of 10% of registrants who were registered for the full twenty four month period between the 31st October 2015 and the 1st November 2017.



# Membership of the Board

Cathy Booth

*Practising Professional Representative*  
Attended 9 of 9 meetings of the Board



Michele Monahan

*Practising Professional Representative*  
Attended 9 of 9 meetings of the Board



Richard Bruton (Chair)

*Management of public health and social care*  
Attended 9 of 9 meetings of the Board



Mary O'Connor

*Public Interest Representative*  
Attended 7 of 9 meetings of the Board



Mary Pat Corridan

*Practising Professional Representative*  
Attended 8 of 9 meetings of the Board



Bill O'Neill\*

*Public Interest Representative*  
Attended 6 of 9 meetings of the Board



Alice Dorris

*Public Interest Representative*  
Attended 8 of 9 meetings of the Board



Louise Rainford

*Education & Training Representative*  
Attended 8 of 9 meetings of the Board



Cliona McGovern

*Third Level Representative*  
Attended 8 of 9 meetings of the Board



John Tuffy

*Practising Professional Representative*  
Attended 6 of 9 meetings of the Board



Catherine McKenna

*Engaged in the management of services provided by the profession*  
Attended 8 of 9 meetings of the Board



Dympna Watson

*Public Interest Representative*  
Attended 7 of 9 meetings of the Board



## Radiographers Registration Board Attendance 2017

Name	31 Jan	07 Mar	05 Apr	16 May	20 Jun	25 Jul	12 Sep	24 Oct	28 Nov
Richard Bruton*	✓	✓	✓	✓	✓	✓	✓	✓	✓
Michele Monahan	✓	✓	✓	✓	✓	✓	✓	✓	✓
Mary O'Connor	✓	✗	✓	✓	✓	✓	✓	✗	✓
Louise Rainford	✓	✓	✗	✓	✓	✓	✓	✓	✓
Dympna Watson	✓	✓	✓	✓	✓	✗	✗	✓	✓
Bill O'Neill	✓	✓	✓	✓	✗	✗	✓	✓	R
Cathy Booth	✓	✓	✓	✓	✓	✓	✓	✓	✓
John Tuffy	✓	✓	✓	✓	✗	✗	✗	✓	✓
Catherine McKenna	✓	✓	✓	✓	✓	✓	✓	✗	✓
Alice Dorris	✓	✓	✓	✓	✗	✓	✓	✓	✓
Cliona McGovern	✓	✓	✓	✓	✓	✗	✓	✓	✓
Mary Pat Corridan	✓	✓	✓	✓	✓	✗	✓	✓	✓

### Key to meeting attendance:

- ✓ attended
- ✗ apologies or absent
- \* Chairperson
- N not on Council/  
Board on this date
- R Resigned
- O Observer status



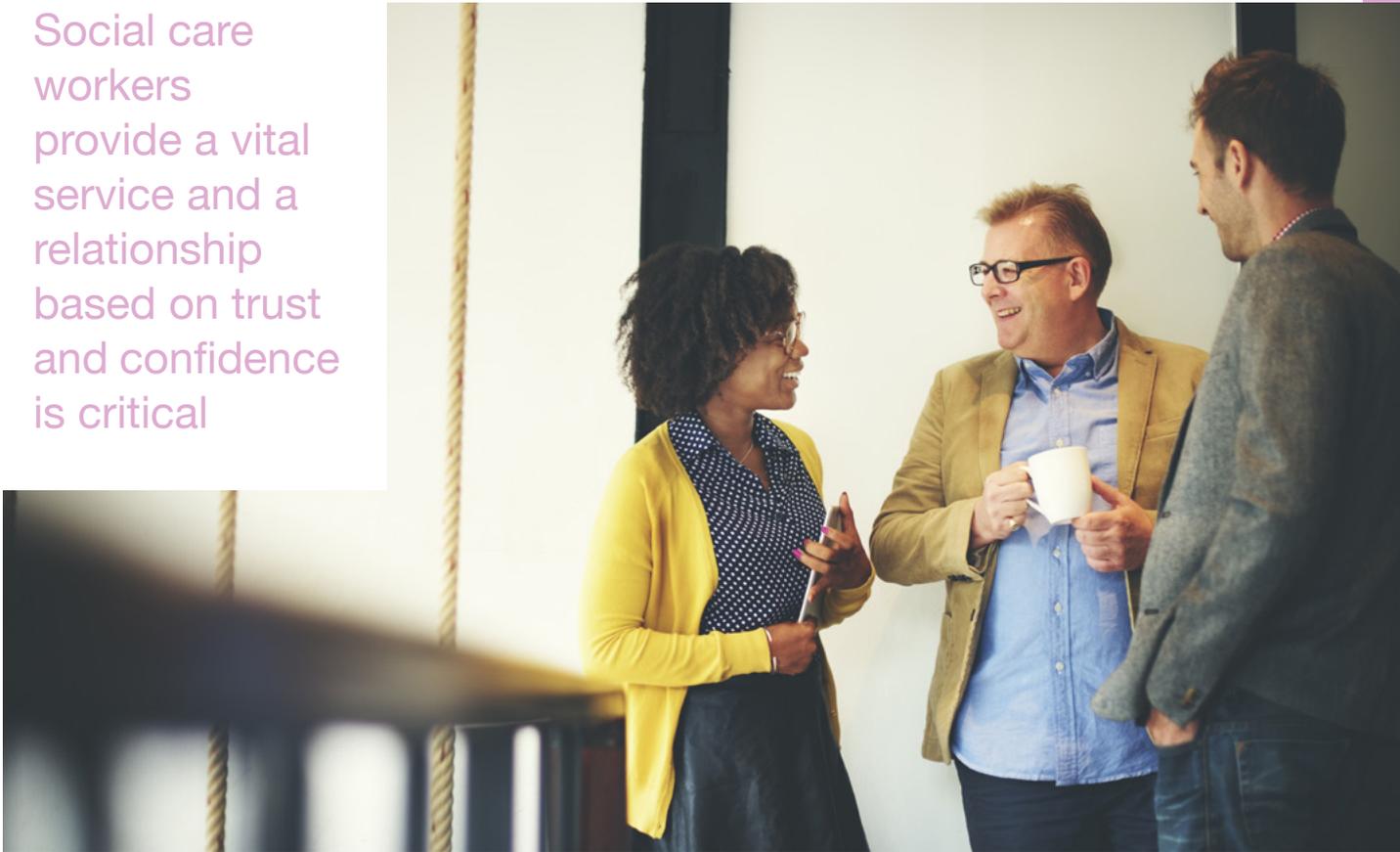
# Social Care Workers Registration Board

This report is an account of the activities of the Social Care Workers Registration Board during 2017, presented to the Health and Social Care Professionals Council for inclusion in the Council's Annual Report 2017, as required under Section 25(1) of the Health and Social Care Professionals Act 2005 (as amended).

## Foreword

During 2017, the Social Care Workers Registration Board continued its work in contributing to the development and delivery of its regulatory role in Irish social care work and we are pleased to present this report on the work of the Social Care Workers Registration Board in 2017.

Social care workers provide a vital service and a relationship based on trust and confidence is critical



The Board was first established two years ago, meeting for the first time on 25 May 2015.

Social Care Workers provide a vital service, and a relationship based on trust and confidence is critical. The move to statutory regulation is a positive development that will enhance the profession's standing and more importantly will give reassurance to members of the public that registered social care workers meet specified approved standards.

In 2017, the Board continued the extensive preparatory work required to ensure that the correct standards are set. This work, which included the ongoing development of the Code of Professional Conduct and Ethics, setting the Criteria and Standards of Proficiency, approving the Criteria for Education and Training Programmes – Guidelines for Programme Providers, and completing other research into the nuanced field of this profession, is hugely important in setting the standards of safe practice that will be required of registrants.

Public consultations on core elements of the new regulatory regime are crucially important and we welcome all professionals, employers, service users and members of the public to engage with the Board via the various feedback channels. We would like to thank the Board members, all of whom participate on a voluntary basis, for their ongoing commitment, collaborative effort and involvement in policy and decision-making.

We look forward to continuing this important work in 2018 as we work towards the opening of the Register.

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#### **Dunia Hutchinson**

*Chairperson  
Social Care Workers  
Registration Board*

#### **Ginny Hanrahan**

*Registrar  
Social Care Workers  
Registration Board*



## Background

The Minister for Health appointed the Social Care Workers Registration Board in March 2015.

The Health and Social Care Professionals Act, 2005 (as amended) provides for thirteen voluntary members to be appointed to the Board. No remuneration is paid to members serving on the Board, except standard public service travel and subsistence rates.

Seven are lay members, with the remaining six being professional nominees, representing:

- > the education and training of the profession,
- > the management of services provided by the profession, and
- > the practice of the profession.



## Role

Under the Act, the role of the Registration Boards at CORU is to protect the public by fostering high standards of professional conduct, education, training and competence through statutory registration of health and social care professionals.

### **The Social Care Workers Registration Board at CORU has responsibility for:**

- > establishing and maintaining a Register of members of the profession;
- > assessing and recognising qualifications gained outside the State;
- > approving and monitoring education and training programmes;
- > setting the requirements for return to practice;
- > setting the Code of Professional Conduct and Ethics; and
- > setting the requirements for Continuing Professional Development (CPD).

At the close of 2017, there were no vacancies on the Social Care Workers Registration Board



## Appointments

The Board noted the resignation of Pat Doyle in January 2017. Brian Hogan was appointed to the Board in June as a public interest representative.



## Education

The Social Care Workers Registration Board launched the Standards of Proficiency for Social Care Workers and Criteria for Education and Training Programmes on the 31 May, 2017. In attendance at this launch, were representatives of a broad range of social care work agencies and included social care work workers, managers, and educators. The launch of the Board's requirements signals a lead-in period for education providers to prepare for the programme approval process.

The Board have also begun extensive engagement with social care education providers and key stakeholders to advise on CORU's programme approval processes. In addition to this, during 2017 the Board approved the Criteria for education and Training Programmes – Guidelines for Programme Providers.



## Planning for Registration of Social Care Workers

The Board have done significant work in 2017 in the planning for registration of Social Care Workers including;

- Extensive research, discussion and consultation on process to open the register for social care workers;
- Developing guidance on 'engaged in the practice' of social care work as part of a self-declaration on application to register (once the register opens);
- Developing a non-standard employment title form for those not practising under the title 'social care worker' but who can demonstrate having been engaged in practice of social care work for two out the five years prior to the register opening.



# Membership

Catherine Carty

*Engaged in the Education*  
Attended 6 of 6 meetings



Brian Hogan

*Public Health/Social Care  
Management Representative*  
Attended 3 of 4 meetings



Damien Courtney

*Public Interest Representative*  
Attended 5 of 6 meetings



Karen Kiernan

*Public Interest Representative*  
Attended 4 of 6 meetings



Paddy Duggan

*Public/Social care management*  
Attended 5 of 6 meetings



Ado McKenna

*Engaged in the practice  
of the profession*  
Attended 5 of 6 meetings



Maurice Fenton

*Engaged in the management  
of the profession*  
Attended 6 of 6 meetings



Des Mooney

*Engaged in the practice  
of the profession*  
Attended 4 of 6 meetings



Imelda Finerty

*Public Interest Representative*  
Attended 6 of 6 meetings



Tim Murphy

*Public Interest Representative*  
Attended 6 of 6 meetings



James Forbes

*Engaged in the management  
of the profession*  
Attended 5 of 6 meetings



Jim Walsh

*Involved in education*  
Attended 6 of 6 meetings



Dunia Hutchinson

*Chairperson*  
*Engaged in the practice  
of the profession*  
Attended 5 of 6 meetings



**Social Care Workers Registration Board Attendance 2017**

Name	02 Mar	23 May	27 Jun	28 Sep	25 Oct	16 Nov
Dunia Hutchinson	✓*	✗*	✓*	✓*	✓*	✓*
Ado McKenna	✓	✓	✗	✓	✓	✓
Des Mooney	✓	✗	✓	✓	✗	✓
James Forbes	✓	✓	✗	✓	✓	✓
Maurice Fenton	✓	✓	✓	✓	✓	✓
Paddy Duggan	✓	✓	✓	✓	✓	✗
Jim Walsh	✓	✓	✓	✓	✓	✓
Damien Courtney	✓	✗	✓	✓	✓	✓
Karen Kiernan	✓	✗	✓	✗	✓	✓
Imelda Finnerty	✓	✓	✓	✓	✓	✓
Tim Murphy	✓	✓	✓	✓	✓	✓
Catherine Carty	✓	✓	✓	✓	✓	✓
Brian Hogan	N	N	✓	✓	✗	✓

**Key to meeting attendance:**

- ✓ attended
- ✗ apologies or absent
- \* Chairperson
- N not on Council/  
Board on this date
- R Resigned
- O Observer status

# 9

# Social Workers Registration Board

This report is an account of the activities of the Social Workers Registration Board during 2017, presented to the Health and Social Care Professionals Council for inclusion in the Council's Annual Report 2017, as required under Section 25 (1) of the Health and Social Care Professionals Act 2005 (as amended).

## Foreword

We are pleased to present this report on the work of the Social Workers Registration Board in 2017. The Social Workers Registration Board was first established over eight years ago, meeting for the first time in August 2010. Since then, we have worked closely with our stakeholders to ensure that Social Workers adhere to the highest standards of professional conduct, education, training and competence.



The numbers registered with the Social Workers Registration Board continue to grow and as of 31 December 2017, there were 4,237 Social Workers on the Register. This is a 4% increase on 2016's figures. This indicates a broad awareness of the obligation to register and the importance of regulation generally.

The Register, which can be viewed at [www.coru.ie](http://www.coru.ie), allows members of the public to check if a social worker is registered and be reassured that this individual is part of a profession with required standards of conduct and performance.

The Board met ten times in 2017 in order to assess and approve applications for registration, recognition and education programme approval.

Following extensive preparatory work and public consultation in 2016, and subsequent Council approval, the Board approved two Bye-Laws. These include for Restoration to the Register following Voluntary Removal and Restoration to the Register following Cancellation. In 2017, the Board also approved the delegation of functions to the Registrar with respect to routine applications and the delegation of functions to the Registrar with respect to IMI (Internal Market Information System) alerts.

Finally, we wish to express sincere appreciation to the remaining, and new, members of the Board for their wise counsel and for undertaking their governance responsibilities with such diligence.

We look forward to working with the profession and engaging with our stakeholders again in 2018 as greater advancements are made in the regulation of social workers in the interests of public safety.

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#### **Donal Gill**

*Chairperson  
Social Workers  
Registration Board*

#### **Ginny Hanrahan**

*Registrar  
Social Workers  
Registration Board*



## Background

The Minister for Health appointed the Social Workers Registration Board in August 2010.

There have been a number of changeovers in members due to elections for the professional members of the Board and replacement of lay members.

The Health and Social Care Professionals Act, 2005 (as amended) provides for thirteen voluntary members to be appointed to the Board. No remuneration is paid to members serving on the Board, except standard public service travel and subsistence rates.

Seven are lay members, with the remaining six being professional nominees, representing:

- › The education and training of the profession
- › The management of services provided by the profession
- › The practice of the profession.

The Board met a total of ten times during the year.



## Role

Under the Act, the role of the Registration Boards at CORU is to protect the public by fostering high standards of professional conduct, education, training and competence through statutory registration of health and social care professionals.

### **The Social Workers Registration Board at CORU has responsibility for:**

- › Establishing and maintaining a Register of members of the profession
- › Assessing and recognising qualifications gained outside the State
- › Approving and monitoring education and training programmes
- › Setting the requirements for return to practice
- › Setting the Code of Professional Conduct and Ethics
- › Setting the requirements for Continuing Professional Development (CPD).



## Appointments

Marian Quinn and Damien Courtney were appointed by the Minister for Health in June 2017, as representatives of the public interest and attended their first meeting in July. The Board nominated Perry Share as Chairperson at its meeting in December 2017.

At the close of 2017, there were no vacancies on the Social Workers Registration Board.



## Bye-Laws

After public consultation in 2016 and subsequent Council approval, the Board approved two Bye-Laws. These include for Restoration to the Register following Voluntary Removal and Restoration to the Register following Cancellation.

Section 31 of the Act permits the Social Workers Registration Board to make Bye-Laws relating to the process for restoration to the register. The Act has the necessary provisions to deal with the occasion where a registrant is removed from the register for non-payment of retention fees and subsequently seeks to be restored to the register. Bye-Laws are therefore not required for this process.

The Bye-Laws permitted under section 31 cater for circumstances where a registrant seeks removal from the register at his/her request or where a registrant has his/her registration cancelled (struck off) by Council and subsequently seeks to be restored to the register.

In order to ensure clarity and consistency of approach, and to ensure that the restoration process is robust, it was appropriate that the Social Workers Registration Board would utilise the legal provisions in the Act and make Bye-Laws governing restoration to the register. Separate bye laws are required for two different circumstances:

- › Restoration to the Register following Removal on Request Bye-Law
- › Restoration to the Register following Cancellation Bye-Law.

Following the approved consultation process and after considering all the survey responses and other communications from stakeholders, the Social Workers Registration Board made the Bye-Laws.



## Registration

A total of 4,237 social workers have been registered by the Social Workers Registration Board as of 31 December 2017.

Work continues to process new applicants for registration. The Board is also finalising a small number of the remaining applications where complications have been identified and the Board will liaise with those social workers involved. The Board must be satisfied that applicants meet the requirements for registration. Applicants:

- › Must be fit and proper to engage in the practice of the profession.

In the case of those applicants availing of the transitional arrangements must:

- › Hold a required qualification listed in the Act or have successfully completed an assessment of professional competence; and
- › Have been practising in the State during the five years prior to the opening of the Register.

New entrants must:

- › Hold an approved qualification that meets the standards of proficiency set by CORU; and
- › Have sufficient knowledge of the language necessary to practise in the State.

All applicants for registration must undergo Garda Vetting as part of the registration process.

By December 2017:

- › 72 social workers voluntarily left the Register
- › 50 were removed from the Register for non-payment of fees.

The Social Workers Register is available to view online at [www.coru.ie](http://www.coru.ie).



## Competent Authority

As Competent Authority, the Board considers international qualifications for recognition prior to registration. These qualifications are assessed against the standards of proficiency required of graduates within the Republic of Ireland.

If substantial differences (deficits) exist in comparing a professional qualification against the standards of proficiency, any additional education and training, and/or additional relevant work experience must be taken into account. If substantial differences still exist, an applicant may be offered the choice of a compensation measure. This will be the choice of a period of adaptation (period of supervised practice) to address any deficits identified or to take an aptitude test.

During 2017, 50 applications for recognition of international qualifications were granted by the Board with a further 18 applicants being requested to engage in compensation measures.



## Policy Activities

### Delegation of functions to the Registrar – routine applications

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In February, the Board approved the delegation of functions with respect to routine applications from the Social Workers Registration Board to the Registrar. This enables the Registrar to sample applications in a similar manner to the Registration Board and is a positive opportunity to enable the Board to register members of its respective profession in a more efficient manner, without placing the registration process at risk. There are many benefits in delegating routine applications to the Registrar, including:

- › Reducing the average processing time for all routine applications by at least one month
- › Allowing the Registrar to process registration applications all year round and be in a position to register graduates promptly
- › Allowing a Registration Board to focus on policy issues and registration applications with exceptions
- › Saving at least 100 boxes of paper each year and on photocopying charges.

### Delegation of functions to the Registrar – IMI alerts

---

The Board also approved the delegation of functions to the Registrar with respect to IMI alerts. This will enable the CEO/Registrar to issue an IMI Alert about a professional whose pursuit in the State of professional activities has been restricted or prohibited, even temporarily, by authorities or courts in the State. Where a person is found guilty by a Court in the State of using a false instrument as evidence of professional qualifications, the competent authority is required to issue an alert about the identity of that person.



## Education Activities

### **Continuing Professional Development (CPD)**

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The Board was scheduled to undertake a mandatory audit following the close of a two year CPD cycle in May 2017. The Board sought consultation with its registrants in late 2016 and early 2017 and received feedback in relation to their experience of the CPD process. This feedback was highly valuable and assisted the Board in recognising the significant time and resources being focused on CPD by registrants. Taking this into consideration, the Board offered registrants a voluntary audit in recognition of the work and dedication of registrants. A random sample of 10% of the social work register was selected for audit, although all registrants were also given the opportunity to voluntarily submit their portfolio and to receive feedback on attainment of CPD requirements and standards of recording, if they so wished. The Social Workers Registration Board received 138 portfolios and are currently reviewing findings from a trend report on the outcomes of this voluntary audit. The learning provided has been invaluable and it will inform the review of CORU's CPD Model and monitoring process planned in 2018.

# Membership of the Board

Frankie Barrett

*Private Health/Social Care  
Management Representative*  
Attended 2 of 10 meetings



Roberta Mulligan

*Practising Professional Representative*  
Attended 9 of 10 meetings



Damien Courtney

*Public Interest Representative*  
Attended 4 of 4 meetings



Val O'Kelly

*Service Management Representative*  
Attended 7 of 10 meetings



Donal Gill

*Practising Professional Representative*  
Attended 8 of 10 meetings



Peter O'Neill

*Practising Professional Representative*  
Attended 7 of 10 meetings



Carmel Halton

*Education Representative*  
Attended 5 of 10 meetings



Cormac Quinlan

*Service Management Representative*  
Attended 6 of 10 meetings



John Hanily

*Public Health/Social Care  
Management Representative*  
Attended 6 of 10 meetings



Marian Quinn

*Service Management Representative*  
Attended 4 of 4 meetings



Ned Kelly

*Public Interest Representative*  
Attended 8 of 10 meetings



Perry Share

*3rd level Education &  
Training Representative*  
Attended 6 of 10 meetings



Colette McLoughlin

*Service Management Representative*  
Attended 7 of 10 meetings



**Social Workers Registration Board Attendance 2017**

Name	24 Jan	14 Mar	23 Mar	20 Apr	08 May	01 Jun	20 Jul	03 Oct	07 Nov	11 Dec
Donal Gill	✓*	✗*	✓*	✗*	✓*	✓*	✓*	✓*	✓*	✓*
Peter O’Neill	✓	✗	✓	✓	✓	✗	✓	✓	✓	✗
Colette McLoughlin	✓	✗	✓	✓	✗	✓	✗	✓	✓	✓
Cormac Quinlan	✗	✗	✓	✓	✗	✓	✗	✓	✓	✓
Ned Kelly	✓	✓	✗	✓	✓	✗	✓	✓	✓	✓
Perry Share	✓	✓	✗	✗	✓	✗	✗	✓	✓	✓*
Roberta Mulligan	✗	✓	✓	✓	✓	✓	✓	✓	✓	✓
Carmel Halton	✓	✓	✗	✗	✓	✗	✗	✓	✓	✗
Val O’Kelly	✓	✓	✓	✗	✓	✓	✗	✓	✓	✗
Frankie Barrett	✗	✗	✗	✗	✗	✓	✗	✓	✗	✗
John Hanily	✓	✓	✓	✗	✗	✗	✗	✓	✓	✓
Marian Quinn	N	✗	N	N	N	N	✓	✓	✓	✓
Damien Courtney	N	✗	N	N	N	N	✓	✓	✓	✓

**Key to meeting attendance:**

- ✓ attended
- ✗ apologies or absent
- \* Chairperson
- N not on Council/  
Board on this date
- R Resigned
- O Observer status

# 10

# Speech and Language Therapists Registration Board

This report is an account of the activities of the Speech and Language Therapists Registration Board during 2017, presented to the Health and Social Care Professionals Council for inclusion in the Council's Annual Report 2017, as required under Section 25 (1) of the Health and Social Care Professionals Act 2005 (as amended)

## Foreword

We are pleased to present this account of the activities of the Speech and Language Therapists Board during 2017. The Board is responsible for setting and promoting high standards of professional conduct, education, training and competence amongst speech and language therapists.

Regulation enhances the profession's standing and most importantly gives reassurance to members of the public



We are pleased to present this account of the activities of the Speech and Language Therapists Board during 2017. The Board is responsible for setting and promoting high standards of professional conduct, education, training and competence amongst speech and language therapists.

2017 was a significant year for speech and language therapists as it marked the first year of registration being open for professionals. The register for the profession opened in 2014 and was subject to a two-year transition period, which ended on 31 October 2016. From that date on, the title of 'speech and language therapist' became legally protected in Ireland.

At the end of 2017 there were 1,684 speech and language therapists registered by the Board. We look forward to working with all registrants to ensure the highest standards of patient care are consistently delivered.

Following a public consultation in 2016 and subsequent Council approval, the Board approved two Bye-Laws with respect to 'Restoration to the Register following Voluntary Removal' and 'Restoration to the Register following Cancellation'.

The election of members to the Speech and Language Therapists Registration Board took place in 2017. Elections were held to fill two public interest representative positions on the Board. We welcomed the two elected representatives, Catherine O'Neill and Bernard Hegarty, to the Board following their election. In addition, the Board welcomed back Celia Nichol who was re-appointed as a representative engaged in the management of the speech and language therapy profession.

During 2017, the Speech and Language Therapists Registration Board conducted public consultations for Standards of Proficiency and Profession-specific Criteria. The Board also approved the delegation of functions to the Registrar with respect to routine applications and the delegation of functions to the Registrar with respect to IMI alerts.

Throughout the year the Speech and Language Therapists Registration Board was very well supported by Council and by the Executive Team at CORU. We look forward to continuing our important work to protect the public by promoting professional standards in speech and language therapy for years to come.

#### **Judi Pettigrew**

*Chairperson  
Speech and  
Language Therapists  
Registration Board*

#### **Ginny Hanrahan**

*Registrar  
Speech and Language  
Therapists  
Registration Board*



## Background

The Minister for Health appointed the Speech and Language Therapists Registration Board in February 2013 following a public appointment notice.

The Health and Social Care Professionals Act, 2005 (as amended) provides for thirteen voluntary members to be appointed to the Board. No remuneration is paid to members serving on the Board, except standard public service travel and subsistence rates. Seven appointees are lay members, with the remaining six being members of the profession who are engaged in:

- › The management of services provided by the profession
- › The education and training of the profession
- › The practice of the profession.



## Role

Under the Act the role of the Registration Boards is to protect the public by fostering high standards of professional conduct, education, training and competence through statutory registration of health and social care professionals.

### **The Speech and Language Therapists Registration Board at CORU has responsibility for:**

- › Establishing and maintaining a Register of members of the profession
- › Assessing and recognising qualifications gained outside the State
- › Approving and monitoring education and training programmes
- › Devising the Code of Professional Conduct and Ethic
- › Setting the requirements for Continuing Professional Development (CPD).

## Bye-Laws

After public consultation in 2016 and subsequent Council approval, the Board approved two Bye-Laws for Restoration to the Register following Voluntary Removal and Restoration to the Register following Cancellation.

Section 31 of the Act permits the Speech and Language Therapists Registration Board to make Bye-Laws relating to the process for restoration to the register. The Act has the necessary provisions to deal with the occasion where a registrant is removed from the register for non-payment of retention fees and subsequently seeks to be restored to the register. Bye-Laws are therefore not required for this process.

The Bye-Laws permitted under Section 31 cater for circumstances where a registrant seeks removal from the register on his/her request or where an registrant has his/her registration cancelled (struck off) by Council and subsequently seeks to be restored to the register.

In order to ensure clarity and consistency of approach, and to ensure that the restoration process is robust, it was appropriate that the Speech and Language Therapists Registration Board would utilise the legal provisions in the Act and make Bye-Laws governing restoration to the register. Separate Bye-Laws are required for two different circumstances:

- › Restoration to the Register following Removal on Request Bye-Law
- › Restoration to the Register following Cancellation Bye-Law

Following the approved consultation process and after considering all the survey responses and other communications from stakeholders, the Speech and Language Therapists Registration Board made the above Bye-Laws.

## Elections

The Board nominated Judi Pettigrew as Chairperson of the Board in May 2017. The election of members to the Speech and Language Therapists Registration Board took place in 2017. The elections were held to fill two public interest representatives on the Board. Catherine O'Neill and Bernard Hegarty were elected in June and attended their first meeting in July and September respectively. Celia Nichol was re-appointed to the Board as a representative engaged in the management of speech and language therapy profession.

At the close of 2017, there were three vacancies on the Speech and Language Therapists Registration Board.

## Registration

A total of 1,684 speech and language therapists have been registered by the Speech and Language Therapist Registration Board as of 31 December 2017.

Work continues to process new applications for registration. The Board must be satisfied that applicants meet the requirements for registration.

Applicants:

- › Must be fit and proper to engage in the practice of the profession.

In the case of those availing of the transitional arrangements:

- › Hold a required qualification listed in the Act or have successfully completed an assessment of professional competence, and
- › Have been practising in the State during the five years prior to the opening of the Register.

In the case of new entrants:

- › Hold an approved qualification that meets the standards of proficiency set by CORU
- › Have sufficient knowledge of the language necessary to practise in the State.

All applicants for registration must undergo Garda Vetting as part of the registration process.

By December 2017:

- > 18 speech and language therapists voluntarily left the Register
- > Nil were removed from the Register for non-payment of fees

The Speech and Language Therapists Register is available to view online at [www.coru.ie](http://www.coru.ie).



## Competent Authority

As the Competent Authority for the profession the Board considered 18 applications for recognition of international qualifications during 2016.

As the Competent Authority for the profession the Board considered 32 applications for recognition of international qualifications during 2017.

In accordance with EU Directive 2005/36/EC of the European Parliament and of the European Council, the Board recognised 16 qualifications and required 18 applicants to complete a compensation measure in order to address deficits identified in their qualification. Once an international qualification is recognised by the Competent Authority, then the holder of the qualification is eligible to apply for registration.



## Education

The Board conducted public consultations for Standards of Proficiency and Profession Specific Criteria in 2017.

## Continuing Professional Development (CPD)

In preparation for the first series of mandatory audits due to commence in 2017, a legal review of the CPD process was sought. Since the CPD framework was developed, there have been significant changes in the regulatory landscape arising from new legal judgements.

In light of this, and to ensure a robust and fair process, CORU decided to review, in consultation with registrants and other stakeholders, the current CPD model, including the processes for auditing registrant's engagement in CPD.

The Speech and Language Therapists Registration Board determined that mandatory audits linked to fitness to practice would be deferred until this review was complete. The Board advised their registrants of this deferral in May 2017 and issued updated guidance to registrants, that they should complete 30 CPD credits over a 12-month period.

CPD continues to be a requirement under the Speech and Language Therapists Code of Professional Conduct and Ethics. The Board recognises the significant professional value that engaging in life-long learning provides allowing registrants to improve their practice and continue to deliver effective services to their service users.



## Policy Activities

### Delegation of functions to the Registrar – routine applications

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In February, the Board approved the delegation of functions with respect to routine applications from the Speech and Language Therapists Registration Board to the Registrar. This enables the Registrar to sample applications in a similar manner to the Registration Board and is a positive opportunity to enable the Board to register members of its respective profession in a more efficient manner, without placing the registration process at risk. There are many benefits in delegating routine applications to the Registrar, including:

- › Reduce the average processing time for all routine applications by at least one month
- › Allow the Registrar to process registration applications all year round and be in a position to register graduates promptly
- › Allow a Registration Board to focus on policy issues and registration applications with exceptions
- › Save at least 100 boxes of paper each year and on photocopying charges.

### Delegation of functions to the Registrar – IMI alerts

---

The Board also approved the delegation of functions to the Registrar with respect to IMI alerts. This will enable the Registrar to issue an IMI Alert about a professional whose pursuit in the State of professional activities has been restricted or prohibited, even temporarily, by authorities or courts in the State. Where a person is found guilty by a Court in the State of using a false instrument as evidence of professional qualifications, the competent authority is required to issue an alert about the identity of that person.

# Membership of the Board

Chinwe Rose Anago

*Public Interest Representative*

Attended 0 of 1 meeting of the Board



Judi Pettigrew

*Involved in the Education*

Attended 3 of 6 meetings of the Board



Irene Gunning

*Public Interest Representative*

Attended 5 of 6 meetings of the Board



Fintan Reddy

*Public Interest Representative*

Attended 4 of 6 meetings of the Board



Bernard Hegarty

*Public Interest Representative*

Attended 2 of 3 meetings of the Board



Martine Smith

*Practising Professional Representative*

Attended 6 of 6 meetings of the Board



Suzanne Keenan

*Private Health/Social Care  
Management Representative*

Attended 2 of 6 meetings of the Board



Helen Shortt

*Chairperson*

*Public Health/Social Care  
Management Representative*

Attended 3 of 6 meetings of the Board



Maeve Murphy

*Service Management Representative*

Attended 5 of 6 meetings of the Board



Celia Nichol

*Service Management Representative*

Attended 1 of 1 meetings of the Board



Catherine O'Neill

*Public Interest Representative*

Attended 2 of 3 meetings of the Board



### Speech and Language Therapists Registration Board Attendance 2017

Name	18 Jan	15 Mar	09 May	06 Jul	07 Sep	09 Nov
Judith Pettigrew	✗	✓	✓	✗*	✓*	✗*
Helen Shortt	✓*	✓*	✗*	✗	✗	✓
Irene Gunning	✓	✓	✓	✓	✓	✗
Suzanne Keenan	✓	✓	✗	✗	✗	✗
Fintan Reddy	✓	✓	✓	✓	✗	✗
Martine Smith	✓	✓	✓	✓	✓	✓
Maeve Murphy	✓	✓	✓	✗	✓	✓
Chinwe Rose Anago	✗	N	N	N	N	N
Bernard Hegarty	N	N	N	✗	✓	✓
Catherine O'Neill	N	N	N	✓	✗	✓
Celia Nichol	N	N	N	N	N	✓

#### Key to meeting attendance:

- ✓ attended
- ✗ apologies or absent
- \* Chairperson
- N not on Council/  
Board on this date
- R Resigned
- O Observer status



Ag Rialáil Gairmithe Sláinte  
agus Cúraim Shóisialaigh

Regulating Health  
Social Care Professionals

# Report and Financial Statements for the year ended 31 December 2017

An Chomhairle um Ghairmithe Sláinte agus Cúraim Shóisialaigh  
Health and Social Care Professionals Council

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# Information

## Members of the Council

Bernard McCartan, Chairperson	
John O'Mullane	(re-appointed 10/07/2017)
Marie Culliton	
Tony McAleer	(re-appointed 21/03/2017)
Caroline McIntosh	
Maeve Murphy	(re-appointed 04/04/2017)
Deirdre Madden	(re-appointed 21/03/2017)
Joe Martin	(re-appointed 21/03/2017)
Mo Flynn	
Laura Phelan	
Paul Lyng	
Carmel Smith	
Marie Kinsella	
Sinead Fitzgerald	
Shane McCarthy	
David Irwin	
Anne Horgan	(appointed 30/08/2017)
Brian Lee	(appointed 22/05/2017)
Catherine McKenna	(appointed 28/02/2017)
Treasa Campbell	(appointed 20/06/2017)
Gerard Walshe	(appointed 05/07/2017)
James Forbes	(appointed 27/04/2017)
Fergal O'Sullivan	(appointed 20/06/2017)
Fred Powell	(appointed 11/12/2017)
Ruth Charles	(appointed 30/05/2017)
Dermott Jewell	(term ended 20/03/2017)
Inez Bailey	(term ended 20/03/2017)
Jackie Reed	(term ended 20/03/2017)
Stephen McMahon	(term ended 20/03/2017)
Halóg Mellett	(term ended 13/02/2017)
Odhhrán Allen	(term ended 20/03/2017)
Cormac Quinlan	(resigned 12/07/2017)

## Senior Management Team

Chief Executive Officer	Ginny Hanrahan
Head of Corporate Services	Debbie Massey
Head of Legal Affairs	Claire Millrine
Acting Head of Legal Affairs	Bridget Rouse (Commenced 11/09/2017)
Head of Registration	Colm O'Leary
Head of Education	Aoife Sweeney
Head of Recognition	Mary O'Donnell (retired 07/04/2017)
	Margaret Hynds O'Flanagan
	(Appointed Aug 17)

## Headquarters

CORU - Health and Social Care Professionals Council  
8 - 11 Lombard Street East  
Dublin 2, D02 Y729

## Auditor

Comptroller and Auditor General  
3A Mayor Street Upper  
Dublin 1

## Accountants

Crowleys DFK  
Chartered Accountants  
16/17 College Green  
Dublin 2, D02 V078

# Governance Statement and Council Members' Report

## Governance

The Council of Health and Social Care Professionals Council was established under the Health and Social Care Professionals Act 2005. The functions of the Council are set out in section 8 of this Act. The Council is accountable to the Minister for Health and is responsible for ensuring good governance and performs this task by setting strategic objectives and targets and taking strategic decisions on all key business issues. The regular day-to-day management, control and direction of the Health and Social Care Professionals Council are the responsibility of the Chief Executive Officer (CEO) and the senior management team. The CEO and the senior management team must follow the broad strategic direction set by the Council and must ensure that all Council members have a clear understanding of the key activities and decisions related to the entity, and of any significant risks likely to arise. The CEO acts as a direct liaison between the Council and management of Health and Social Care Professionals Council.

## Council Responsibilities

The work and responsibilities of the Council are set out in the Health and Social Care Professionals Act 2005, which also contain the matters specifically reserved for Council decision. Standing items considered by the Council include:

- > Declarations of interest,
- > Reports from committees,
- > Financial report/management accounts, and Performance reports.

# Governance Statement and Council Members' Report

Section 21 of the Health and Social Care Professionals Act 2005 requires the Health and Social Care Professionals Council to keep, in such form as may be approved by the Minister for Health with consent of the Minister for Public Expenditure and Reform, all proper and usual accounts of money received and expended by it.

In preparing these financial statements, the Health and Social Care Professionals Council is required to:

- › select suitable accounting policies and apply them consistently,
- › make judgements and estimates that are reasonable and prudent,
- › prepare the financial statements on the going concern basis unless it is inappropriate to presume that it will continue in operation, and
- › state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements.

The Council is responsible for keeping adequate accounting records which disclose, with reasonable accuracy at any time, its financial position and enables it to ensure that the financial statements comply with section 21 of the Health and Social Care Professionals Act 2005. The maintenance and integrity of the corporate and financial information on the Health and Social Care Professionals Council's website is the responsibility of the Council.

The Council is responsible for approving the annual plan and budget. Evaluation of the performance of the Health and Social Care Professionals Council by reference to the annual plan and budget was carried out by the Audit, Risk and Governance Committee and the Finance and General Purposes Committee who report to the Council.

The Council is also responsible for safeguarding its assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Council considers that the financial statements of the Health and Social Care Professionals Council give a true and fair view of the financial performance and the financial position of the Health and Social Care Professionals Council at 31 December 2017.

# Governance Statement and Council Members' Report

## Council Structure

The Council consists of a Chairperson, Deputy Chairperson and thirty ordinary members, all of whom are appointed by the Minister for Health. The members of the Council were appointed for a period of four years and meet on a monthly basis. The table below details the appointment period for current members:

Council Member	Role	Date Appointed
Bernard McCartan	Chairperson	17/08/2016
Marie Culliton	Deputy Chair	09/04/2015
Catherine McKenna		28/02/2017
Shane McCarthy		12/11/2015
David Irwin		12/11/2015
Laura Phelan		15/02/2016
Paul Lyng		15/02/2016
Caroline McIntosh		09/04/2015
James Forbes		27/04/2017
Carmel Smith		19/01/2016
Marie Kinsella		19/01/2016
Mo Flynn		24/11/2015
Sinead Fitzgerald		14/11/2016
Maeve Murphy		04/04/2017
Deirdre Madden		21/03/2017
Joe Martin		21/03/2017
Tony McAleer		21/03/2017
Gerard Walshe		05/07/2017
Brian Lee		22/05/2017
Ruth Charles		30/05/2017
Treasa Campbell		20/06/2017
Fergal O'Sullivan		20/06/2017
John O'Mullane		10/07/2017
Anne Horgan		30/08/2017
Fred Powell		11/12/2017
Dermott Jewell		27/01/2015
Inez Bailey		27/01/2015
Jackie Reed		17/07/2013
Stephen McMahan		27/01/2015
Halóg Mellet		09/04/2015
Odhrán Allen		21/03/2013
Cormac Quinlan		25/10/2016

The Council conducted a Self-Assessment Effectiveness and Evaluation Review in December 2017, which was completed on 26 January 2018.

# Governance Statement and Council Members' Report

## Registration Boards

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Registration Boards are established to protect the public by promoting high standards of professional conduct and professional education, training and competence among registrants of the designated professions. The following Registration Boards are active in the Health and Social Care Professional Council:

1. Dietitians Registration Board
2. Medical Scientists Registration Board
3. Occupational Therapists Registration Board
4. Optical Registration Board
5. Physiotherapists Registration Board
6. Psychologists Registration Board
7. Radiographers Registration Board
8. Social Care Workers Registration Board
9. Social Workers Registration Board
10. Speech and Language Therapists Registration Board

The Council has established five committees, as follows:

### 1. Audit, Risk and Governance Committee (ARGC):

---

comprises three Council members and three independent members. The role of the Audit, Risk and Governance Committee (ARGC) is to support the Council in relation to its responsibilities for issues of risk, control and governance and associated assurance. The ARGC is independent from the financial management of the organisation. In particular the Committee ensures that the internal control systems including audit activities are monitored actively and independently. The ARGC reports to the Council after each meeting, and formally in writing annually.

The members of the Audit, Risk and Governance Committee are: Tony McAleer (Chairperson), Maeve Murphy, Carmel Smith (resigned during 2017), Brian Lee (appointed during 2017). (Council Members) Harry McGeary, Martin O'Sullivan and Declan Purcell. There were six meetings of the ARGC in 2017.

### 2. Finance and General Purposes Committee (FGPC):

---

comprises of four members, of which four are Council members. The members of this committee are: Joe Martin (Chairperson), Marie Culliton, Paul Lyng and Bernard McCartan. There were six meetings of the FGPC in 2017.

### 3. Registration Committee (RC):

---

comprises of seven members, of which three are Council members. The members of this committee are: Marie Culliton (Chairperson), Joe Martin, Maeve Murphy (Council members), Damhnait Gaughan, Norma Judge, Ann Horgan, James Forbes, Catherine McKenna (appointed during 2017). There were five meetings of the RC in 2017.

### 4. Education Committee (EC):

---

comprises of nine members, of which five are Council members. The members of this committee are: David Irwin (Chairperson), John O'Mullane, Caroline McIntosh, Peter Davison, Carmel Smith, (Council members), Ann Kearney, Odhrán Allen, Marian O'Rourke, Carmel Kearns, Halóg Mellet (term ended during 2017). There were five meetings of the EC in 2017.

## **5. Professional Performance Advisory Committee (PPAC):**

---

comprises of five Council members. The members of this committee are: Mo Flynn, David Irwin, Deirdre Madden (Chairperson), Shane McCarthy, Cormac Quinlan. There were three meetings of the PPAC in 2017.

## **6. Nomination Committee (NC):**

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comprises of four Council members. The members of this committee are: Tom Jordan, Joe Martin, Shane McCarthy (Chairperson), Laura Phelan. There were four meetings of the NC in 2017.

# Governance Statement and Council Members' Report

## Schedule of Attendance, Fees and Expenses

A schedule of attendance at the Council and Committee meetings for 2017 is set out below including the fees and expenses received by each member:

Number of meetings	Council 10	ARGC 6	FC 6	RC 5	EC 5	PPAC 3	NC 4	Fees 2017 €	Expenses 2017 €
Bernard McCartan	10		6					8,978	208
Marie Culliton	10		5	5				-	-
Catherine McKenna	7			2				-	-
Shane McCarthy	9					3	4	-	8,861
David Irwin	8				5	1		-	744
Laura Phelan	8						4	-	-
Paul Lyng	10		6					-	3,246
Caroline McIntosh	2				2			-	181
James Forbes	6			3				-	-
Carmel Smith	6	2/4			2/2			-	1,735
Marie Kinsella	6							-	-
Mo Flynn	6					2		-	-
Sinead Fitzgerald	9							-	-
Maeve Murphy	7/9	3		2				-	136
Deirdre Madden	4					3		-	310
Joe Martin	9		6	5			3	-	3,389
Tony McAleer	8	6						-	167
Gerard Walshe	4/4							-	78
Brian Lee	4/5							-	-
Ruth Charles	4/4							-	501
Treasa Campbell	3/5							-	-
Fergal O'Sullivan	4/5							-	-
John O'Mullane	6/6				3			-	629
Anne Horgan	4/5			2				-	211
Odhrán Allen	2/2	1/1			3			-	29
Halóg Mellet	0/1			0/1	1/1			-	-
Cormac Quinlan	3/9					1		-	-
Dermott Jewell	2/2							-	-
Inez Bailey	0/2							-	-
Jackie Reed	2/2							-	164
Stephen McMahon	2/2							-	-
Fred Powell	0/0							-	-
Tom Jordan							4		
								<b>8,978</b>	<b>20,588</b>

As per the Health and Social Care Professionals Act 2005, Council members do not receive any fees. The Chairperson, Bernard McCartan, received a stipend during 2017.

# Governance Statement and Council Members' Report

## Key Personnel Changes

Seven members of the Council's serving terms had ended during the year. In accordance with the Health and Social Care Professionals Act 2005 the Minister appointed ten new members.

On 7th April 2017 Mary O'Donnell, Head of Recognition, retired. On 14th August 2017, Margaret Hynds O'Flanagan commenced as Head of Recognition.

## Disclosures Required by Code of Practice for the Governance of State Bodies (2016)

The Council is responsible for ensuring that Health and Social Care Professionals Council has complied with the requirements of the Code of Practice for the Governance of State Bodies ("the Code"), as published by the Department of Public Expenditure and Reform in August 2016. The following disclosures are required by the Code:

## Consultancy Costs

Consultancy costs include the cost of external advice to management and exclude outsourced 'business-as-usual' functions.

	2017 €	2016 €
Legal advice	10,259	23,221
Health and Safety Management	3,823	7,283
Public Affairs	2,763	360
Human Resources	4,650	3,733
Internal Audit	74,116	19,857
Strategic Procurement Plan	5,033	-
Organisation Planning, Development and Review	6,150	12,362
Total consultancy costs	<b>106,794</b>	<b>66,816</b>
Consultancy costs capitalised	-	-
Consultancy costs charged to the Income and Expenditure and Retained Revenue Reserves	106,794	66,816
Total	<b>106,794</b>	<b>66,816</b>

# Governance Statement and Council Members' Report

## Legal Costs and Settlements

There were no legal costs to be disclosed relating to legal proceedings or settlements. The legal fees incurred by the Council in the execution of its legislative functions are set out in note 9 of the financial statements.

## Travel and Subsistence Expenditure

Travel and subsistence expenditure is categorised as follows:

	2017 €	2016 €
Domestic		
› Council*	47,939	61,904
› Committees	45,449	37,894
› Registration Board	103,335	83,386
› Employees	13,438	10,535
International		
› Council	1,197	1,718
› Committees	9,056	-
› Registration Board	2,873	-
› Employees	27,502	11,809
Total	<b>250,789</b>	<b>207,246</b>

\* includes travel and subsistence of €20,588 paid directly to Council members in 2017. The balance of €28,548 relates to expenditure paid by the Health and Social Care Professionals Council on behalf of the Council members.

## Hospitality Expenditure

The Income and Expenditure Account includes the following hospitality expenditure:

	2017 €	2016 €
Staff hospitality	2,313	3,660
Client hospitality	-	-
Total	<b>2,313</b>	<b>3,660</b>

# Governance Statement and Council Members' Report

## Statement of Compliance

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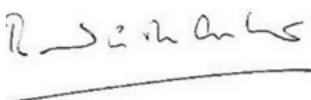
Health and Social Care Professionals Council has complied with the requirements of the Code of Practice for the Governance of State Bodies, as published by the Department of Public Expenditure and Reform in August 2016, with the following exception:

There are currently 10 individual Registration Boards for health and social care professionals in Ireland. These are independent decision-making bodies established under Part 3 of the Act with their own prescribed powers and functions. The overall thrust of the Act is directed to allowing a fairly substantial degree of autonomy to Registration Boards. The Health and Social Care Professionals Act 2005 Part 2 Section 8 specifies the “functions and powers of Council.” Council is the recognised governing body within CORU and has full and complete responsibility for all financial matters. Part 3 Section 27 of the Act specifies the “object, functions and powers of registration boards.” In accordance with Part 3 section 27, registration boards have statutory responsibility for matters relating to registration, recognition, approval of education programmes and sanctions.

Under Section 1.8 of the Code of Practice for the Governance of State Bodies 2016, Council must meet the Annual Confirmation requirements to the Minister and Department as follows:

“The Board (Council) has responsibility for ensuring that effective systems of internal control are instituted and implemented. The Board (Council) is required to confirm annually to the relevant Minister that the State body has an appropriate system of internal and financial control in place”

This commitment will be challenging for Council, which despite no legislative mandate, will have to determine individually with each of the 10 independent Registration Boards if they can confirm full compliance with appropriate and effective systems of internal controls in this context.



Bernard McCartan  
Chairperson

Date: 6 December 2018



Ginny Hanrahan  
Chief Executive Officer

Date: 6 December 2018

# Statement on Internal Control

## Scope of Responsibility

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On behalf of the members of the Health and Social Care Professionals Council (Council), I acknowledge our responsibility for ensuring that an effective system of Internal Controls is maintained and operated.

## Purpose of the System of Internal Control

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The system of Internal Controls can only provide reasonable and not absolute assurance that assets are safeguarded, transactions are authorised and properly recorded, and that material errors or irregularities are either prevented or would be detected in a timely period.

## Capacity to Handle Risk

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The Audit, Risk and Governance Committee was established in 2009. The Committee met 6 times in 2017.

Mechanisms for ensuring the adequacy of the security of the Information and Communication Technology (ICT) systems that include the establishment of appropriate policies and control procedures have been established.

The Council has an internal audit function which reports to the Audit, Risk and Governance Committee of the Council. The internal audit function operates in accordance with the Code of Practice for the Governance of State Bodies. The Council's monitoring and review of effectiveness of the systems of internal financial control is informed by the work of the outsourced internal auditor and the Audit, Risk and Governance Committee.

## Risk and Control Framework

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The system of Internal Controls is based on a framework of regular management information, a system of delegation and accountability, a set of financial procedures, administrative procedures including segregation of duties and rigorous ongoing checks by the finance function. In particular it includes:

- › A comprehensive budgeting system with an annual budget, which is reviewed and approved by the members of the Council.
- › Setting authorisation limits for the disbursement of the Council's funds.
- › Regular review by the members of the Council of periodic and annual financial information and reports (including management accounts), which indicate financial performance against budgets.

The executive of the Council is responsible for the development and maintenance of the financial controls framework. In line with Council's whistleblowing policy, the whistleblowing officer confirmed that no whistleblowing disclosures were made in the financial year 2017. We further confirm that there have been no financial irregularities identified during the review of the effectiveness of the system of internal financial control.

## Ongoing Monitoring and Review

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The Council has taken steps to ensure an appropriate control environment by:

- › Clearly defining management responsibilities,
- › Adopting the principles of corporate governance contained in the *Code of Practice for the Governance of State Bodies (revised 2016)* including:
  - › Affirmation of compliance with procurement guidelines as set out in the Code.
  - › Affirmation of compliance with disposal of assets and access to assets by third parties as set out in the Code.
  - › Affirmation of implementation of Government policy on the remuneration of CEO.
  - › Reviewed and finalised policies and procedures to ensure the effectiveness of the systems of Internal Control.
- › Establishing formal procedures to monitor the activities and safeguard the assets of the organisation.

# Statement on Internal Control

## Procurement

The Health and Social Care Professionals Council has procedures in place to ensure compliance with current procurement rules and guidelines established by the Office of Government Procurement.

## Review of Effectiveness

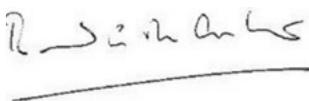
The Statement on System of Internal controls has been reviewed by the Audit, Risk and Governance Committee and the Council to ensure it accurately reflects the control system in operation during the reporting period.

A review of internal controls in 2017 was carried out by an external firm and signed off by the Council in 2018.

The Council is reasonably assured that the systems of internal control instituted and implemented in Health and Social Care Professionals Council for the financial year ended 31st December 2017 are effective.

## Internal Control Issues

Details of breaches	Mitigating actions
<p>Breach to Data Security controls</p> <p>In 2017, Health and Social Care Professionals Council reported an incident of data protection breach to the Office of the Data Protection Commissioner of Ireland.</p> <p>The incident involved an external contractor mislaying an envelope containing personal data.</p>	<p>Upon the discovery of this breach of data protection, Health and Social Care Professionals Council immediately and formally reported this incident to the Office of the Data Protection Commissioner of Ireland on the 30th of January 2017.</p> <p>Following the incident an internal review was undertaken by the Executive and as a result internal policy and procedures were updated to prohibit the transit of such documents containing personal data.</p> <p>The Council is satisfied that the steps taken will prevent a reoccurrence.</p>



Bernard McCartan  
Chairperson

Date: 6 December 2018



Ginny Hanrahan  
Chief Executive Officer

Date: 6 December 2018

# Report of the Comptroller and Auditor General for presentation to the Houses of the Oireachtas

## Health and Social Care Professionals Council

### Qualified opinion on financial statements

I have audited the financial statements of the Health and Social Care Professionals Council for the year ended 31 December 2017 as required under the provisions of section 21 of the Health and Social Care Professionals Act 2015. The financial statements have been prepared in accordance with Financial Reporting Standard (FRS) 102 - *The Financial Reporting Standard applicable in the UK and the Republic of Ireland* and comprise

- › the statement of income and expenditure and retained reserves
- › the statement of financial position
- › the statement of cash flows and
- › the related notes, including a summary of significant accounting policies.

In my opinion, except for the non-compliance with the requirements of FRS 102 in relation to retirement benefit entitlements referred to below, the financial statements give a true and fair view of the assets, liabilities and financial position of the Health and Social Care Professionals Council at 31 December 2017 and of its income and expenditure for 2017 in accordance with FRS 102.

### Basis for qualified opinion on financial statements

In compliance with the directions of the Minister for Health, the Health and Social Care Professionals Council accounts for the costs of retirement benefit entitlements only as they become payable. This does not comply with FRS 102 which requires that the financial statements recognise the full costs of retirement benefit entitlements earned in the period. The effect of the non-compliance on the Health and Social Care Professionals Council's financial statements for 2017 has not been quantified.

I conducted my audit of the financial statements in accordance with the international Standards on Auditing (ISAs) as promulgated by the International Organisation of Supreme Audit Institutions. My responsibilities under those standards are described in the appendix to this report. I am independent of the Health and Social Care Professionals Council and have fulfilled my other ethical responsibilities in accordance with the standards.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

### Report on information other than the financial statements, and on other matters

The Health and Social Care Professionals Council has presented certain other information together with the financial statements. This comprises the annual report, the governance statement and Council members' report and the statement on the internal control. My responsibilities to report in relation to such information, and on certain other matters upon which I report by exception, are described in the appendix to this report.

I have nothing to report in that regard.



### Patricia Sheehan

For and on behalf of the  
Comptroller and Auditor General  
18 December 2018

## Appendix to the report

### Responsibilities of Council members

The governance statement and Council members' reports sets out the council members' responsibilities. The Council members are responsible for

- the preparation of financial statements in the form prescribed under section 21 of the Health and Social Care Professional Act 2005
- ensuring that the financial statements give a true and fair view in accordance with FRS 102
- ensuring the regularity of transactions
- assessing whether the use of the going concern basis of accounting is appropriate, and
- such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### Responsibilities of the Comptroller and Auditor General

I am required under section 21 of the Health and Social Care Professionals Act 2005 to audit the financial statements of the Health and Social Care professionals Council and to report thereon to the Houses of the Oireachtas.

My objective in carrying out the audit to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement due to fraud or error. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit with the ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with the ISAs, I exercise professional judgment and maintain professional skepticism throughout the audit. In doing so,

- I identify and assess the risks of material misstatement of the financial statements whether due to fraud or error; design and perform audit procedures responsive to those risks; and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- I obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the internal controls.
- I evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures.

- I conclude on the appropriateness of the use of the going concern basis of accounting and, based on the audit evidence obtained, on whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Health and Social Care Professionals Council's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my report. However, future events or conditions may cause the Health and Social Care Professionals Council to cease to continue as a going concern.
- I evaluate overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair representation.

I communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

### Information other than the financial statements

My opinion on the financial statements does not cover the other information presented with those statements, and I do not express any form of assurance conclusion thereon.

In connection with my audit of the financial statements, I am required under the ISAs to read the other information presented and, in doing so, consider whether the other information is materially inconsistent with the financial statements or with knowledge obtained during the audit, or if it otherwise appears to be materially misstated. If, based on the work I have performed, I conclude that there is material misstatement of his other information, I am required to report that fact.

### Reporting on other matters

My audit is conducted by reference to the special considerations which attach to State bodies in relation to their management and operation. I report if there are material matters relating to the manner in which public business has been conducted.

I seek to obtain evidence about the regularity of financial transactions in the course of audit. I report if there is any material instance where public money has not been applied for the purposes intended or where transactions did not confirm to the authorities governing them.

I also report by exception if, in my opinion,

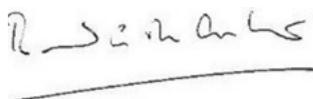
- I have not received all the information and explanations I required for my audit, or
- the accounting records were not sufficient to permit the financial statements to be ready and properly audited, or
- the financial statements are not in agreement with the accounting records.

# Statement of Income and Expenditure and Retained Revenue Reserves

for the year ended 31 December 2017

	Notes	Year Ended 31 December 2017 €	Year Ended 31 December 2016 €
<b>Income</b>			
Exchequer Grant	2	3,282,474	2,675,422
Fee Income	3	1,354,330	1,028,211
Employment Superannuation Deductions		35,956	44,988
		<u>4,672,760</u>	<u>3,748,621</u>
Transfer from/ (to) Capital Account	14	101,505	(36,404)
		<b>4,774,265</b>	<b>3,712,217</b>
<b>Expenditure</b>			
Salaries	8	2,021,472	1,748,295
Staff Travel	5	40,940	22,344
Establishment and Accommodation Costs	4	319,520	220,410
Office Administration	6	936,299	746,210
Registration	7	256,473	128,681
Legal and Professional Fees	9	733,184	614,119
Education/CPD		135,918	160,966
Audit Fees		12,507	7,500
Depreciation	10,11	191,157	170,046
		<u>4,647,470</u>	<u>3,818,571</u>
<b>Surplus/(Deficit) for the year</b>		126,795	(106,354)
<b>Retained Revenue Reserves</b>			
Balance at the beginning of the year		271,826	378,180
Surplus/(Deficit) for the year		126,795	(106,354)
Balance at the end of the year		<u>398,621</u>	<u>271,826</u>

**The Statement of Cash Flows and Notes 1 to 18 form part of these Financial Statements.**



Bernard McCartan  
Chairperson

Date: 6 December 2018



Ginny Hanrahan  
Chief Executive Officer

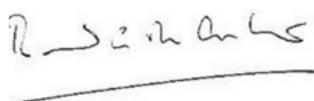
Date: 6 December 2018

# Statement of Financial Position

as at 31 December 2017

	Notes	31 December 2017 €	31 December 2016 €
<b>Fixed Assets</b>			
Intangible Assets	10	18,443	89,845
Property, Plant and Equipment	11	112,094	143,094
		<u>130,537</u>	<u>232,939</u>
<b>Current Assets</b>			
Cash and Cash Equivalents		921,113	744,984
Receivables and Prepayments	12	264,000	72,538
		<u>1,185,113</u>	<u>817,522</u>
<b>Current Liabilities (amounts falling due within one year)</b>			
Payables	13	786,492	546,593
		<u>786,492</u>	<u>546,593</u>
<b>Net Current Assets</b>		398,621	270,929
<b>Total Net Assets</b>		<u><b>529,158</b></u>	<u><b>503,868</b></u>
<b>Represented by</b>			
Capital Account	14	130,537	232,042
Retained Revenue Reserves		398,621	271,826
		<u><b>529,158</b></u>	<u><b>503,868</b></u>

The Statement of Cash Flows and Notes 1 to 18 form part of these Financial Statements.



Bernard McCartan  
Chairperson

Date: 6 December 2018



Ginny Hanrahan  
Chief Executive Officer

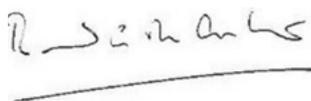
Date: 6 December 2018

# Statement of Cash Flows

for the year ended 31 December 2017

	Notes	Year Ended 31 December 2016 €	Year Ended 31 December 2015 €
<b>Net Cash flows from Operating Activities</b>			
(Deficit) / Surplus for the year		126,795	(106,354)
Depreciation charge	10 / 11	191,157	170,046
(Increase) in receivables		(191,462)	(2,549)
Increase in payables		239,899	128,156
Capital account movement		(101,505)	36,404
Net Cash Inflow from Operating Activities		<u>264,884</u>	<u>225,703</u>
<b>Cash flows from Investing Activities</b>			
Capital Expenditure	10 / 11	(88,755)	(206,450)
<b>Increase in cash and cash equivalents</b>		<u>176,129</u>	<u>19,253</u>
Cash and cash equivalents at the beginning of the year		744,984	725,731
Cash and cash equivalents at the end of the year		<u>921,113</u>	<u>744,984</u>

**Notes 1 to 18 form part of these Financial Statements.**



Bernard McCartan  
Chairperson

Date: 6 December 2018



Ginny Hanrahan  
Chief Executive Officer

Date: 6 December 2018

# Notes

(forming part of the financial statements)

## 1. Accounting policies

### a) General

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The Health and Social Care Professionals Council was established on 20 March 2007 under the Health and Social Care Professionals Act 2005 (as amended) (“Act”) to regulate designated health and social care professions.

### b) Compliance with FRS 102

---

The financial statements of The Health and Social Care Professionals Council (HSCPC) for the year ended 31 December 2017 have been prepared in accordance with FRS 102, the financial reporting standard applicable in the UK and Ireland, with the exception of superannuation. By the direction of the Minister for Health, the provisions of FRS 102 in relation to retirement benefits are not being complied with. In all other respects the financial statements comply with FRS102.

### c) Basis of preparation

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The Financial Statements are prepared on the going concern basis, under the historical cost convention and comply with the financial reporting standards of the Financial Reporting Council, except as indicated below.

The Financial Statements are in the form approved by the Minister for Health with the concurrence of the Minister for Public Expenditure and Reform. The Financial Statements are prepared in Euro which is the functional currency of the Council.

### d) Critical Accounting Judgements and Estimates

---

The preparation of these financial statements requires management to make judgements, estimates and assumptions that affect the application of policies and reported amounts of assets and liabilities, income and expenses.

Judgements and estimates are continually evaluated and are based on historical experiences and other factors, including expectations of future events that are believed to be reasonable under the circumstances. The Council makes estimates and assumptions concerning the future. The resulting accounting estimates will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below:

#### (i) Going concern

There is no material uncertainty regarding the Council’s ability to meet its liabilities as they fall due, and to continue as a going concern. On this basis, the Council considers it appropriate to prepare financial statements on a going concern basis. Accordingly, these financial statements do not include any adjustments to the carrying amounts and classification of assets and liabilities that may arise if the Council was unable to continue as going concern.

**(ii) Establishing lives for depreciation purposes of property, plant and equipment**

Long lived assets, consisting primarily of property, plant and equipment, comprise a significant portion of the total assets. The annual depreciation charge depends primarily on the estimated lives of each type of asset and estimates of residual values. The Council regularly review these asset lives and change them as necessary to reflect current thinking on remaining lives in light of prospective economic utilisation and physical condition of the assets concerned. Changes in asset lives can have a significant impact on depreciation charges for the period. Detail of the useful lives is included in the accounting policies.

**e) Exchequer Grant**

Exchequer Grants to meet relevant expenditure is accounted for on a cash receipt basis. Capital Exchequer Grants are accounted for on an accruals basis.

**f) Fee Income**

Renewal fees are recognised in the period in which the renewal relates and all other income is accounted for on a cash receipts basis.

**g) Fixed Assets and Depreciation**

- (i) Fixed assets are stated at cost less accumulated depreciation.
- (ii) Fixed Assets are depreciated at their historical cost less accumulated depreciation. Depreciation is charged to the Income and Expenditure Account on a straight line basis, at the rates set out below, so as to write off the assets, adjusted for residual value, over their expected useful lives as follows:

Furniture & Fittings	20%
IT/Office equipment	33.3%

The residual value and useful lives of fixed assets are considered annually for indicators that these may have changed. Where such indicators are present, a review will be carried out of the residual value, depreciation method and useful lives, and these will be amended if necessary. Changes in depreciation rates arising from this review are accounted for prospectively over the remaining useful lives of the assets.

**h) Intangible Assets - Software Development**

Software development costs on major systems are treated as capital items and are written off over the period of their expected useful life from the date of their implementation.

**i) Capital Account**

The Capital Account represents the unamortised value of income used to finance fixed assets.

## j) Employee Benefits

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### Short-term Benefits

Short term benefits such as holiday pay are recognised as an expense in the year, and benefits that are accrued at year-end are included in the Payables figure in the Statement of Financial Position.

### Retirement Benefits

The Council had submitted a superannuation scheme for approval by the Department of Health regarding pension arrangements as per Section 13 of the Health and Social Care Professionals Act 2005.

In 2017 the scheme was approved. In 2016, pending finalisation of the Council's Scheme, the Model Superannuation Scheme had been operated on an administrative basis.

The Public Service (Single Scheme and Other Provisions) Act 2012 became law on 28th July 2012 and introduced the new Single Public Service Pension Scheme ("Single Scheme") which commenced with effect from 1st January 2013. All new staff members to the Health and Social Care Professionals Council, who are new entrants to the Public Sector, on or after 1st January 2013 are members of the Single Scheme.

In accordance with direction of the Minister of Health, pensions are accounted for on a 'pay as-you go' basis. The provisions of FRS 102 'Section 28: Employee Benefits' are not applied and the liability for future pension benefits accrued in the year has not been recognised in the financial statements.

## k) Cash and Cash Equivalents

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Cash consists of cash on hand.

## l) Foreign Currencies

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Transactions denominated in foreign currencies are translated into euro and recorded at the rate of exchange ruling at the dates of transactions. Monetary assets and liabilities denominated in foreign currencies are translated into euro at the rates of exchange ruling at the balance sheet date or at forward purchase contract rates where such contracts exist.

## m) Provisions

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Provisions are recognised when the Council has a present legal or constructive obligation as a result of past events; it is probable that an outflow of resources will be required to settle the obligation; and the amount of the obligation can be estimated reliably.

## n) Comparative Figures

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Comparative figures have been regrouped and reanalysed, where necessary, on the same basis as those for the current period.

## 2. Exchequer Grant

	2017 €	2016 €
Department of Health Vote 38 Subhead E1	3,107,444	2,437,000
Department of Health Vote 38 Subhead L (capital)	175,030	238,422
	<b><u>3,282,474</u></b>	<b><u>2,675,422</u></b>

## 3. Fee Income\*

	2017 €	2016 €
Social Workers Fees	455,694	454,811
Speech and Language Therapists Fees	85,307	149,633
Radiographers Fees	348,109	128,332
Dietitians Fees	68,475	77,999
Occupational Therapists Fees	204,297	118,676
Optometrists and Dispensing Opticians Fees	116,540	88,430
Physiotherapists Fees	72,335	6,576
Assessment of Professional Competence Fees	3,573	3,754
	<b><u>1,354,330</u></b>	<b><u>1,028,211</u></b>

The following registers are fully operational:

- › Social Workers,
- › Speech and Language Therapists,
- › Radiographers and Radiation Therapists,
- › Dietitians,
- › Occupational Therapists,
- › Optometrists and Dispensing Opticians.

The grand-parenting/transition process application deadline for Physiotherapists is 30 September 2018 and for Physical Therapists is 20 December 2018.

\*Fee income includes Registration, renewal and recognition related fees.

**4. Establishment and Accommodation Costs**

	2017 €	2016 €
Accommodation	217,993	106,881
Repairs and Maintenance	10,921	6,811
Light and Heat	9,408	11,137
Cleaning	21,094	17,836
Insurance	-	994
Security	32,506	21,198
Office Relocation Costs	27,598	55,553
	<b>319,520</b>	<b>220,410</b>

**5. Staff Travel**

	2017 €	2016 €
Domestic	13,438	10,535
International	27,502	11,809
	<b>40,940</b>	<b>22,344</b>

**6. Office Administration**

	2017 €	2016 €
Telephone	39,404	18,615
IT Development and Strategic Planning	93,344	3,382
IT Licences and Maintenance	63,036	44,720
IT Support and Hosting	200,584	186,085
IT Security Audits	-	6,135
Insurance	22,607	22,901
Stationery and Office Expenses	66,554	69,229
Recruitment Charges and Agency Staff	74,293	81,833
Staff Training and Conferences	67,188	57,562
Chairpersons Stipend	8,978	5,489
Members Training	18,467	10,157
Council and Registration Board Expenses	209,849	184,902
Subscriptions	13,882	6,228
Bank Charges	8,084	6,138
Office Maintenance and Service Contracts	35,595	28,527
Printing and Publications	12,121	10,647
Hospitality Expenses	2,313	3,660
	<b>936,299</b>	<b>746,210</b>

## 6 (a) Council and Board Meeting Expenses Breakdown

	2017	2016
	€	€
Council Meetings - Meeting Costs	2,818	21,976
Council Meetings - Travel	40,218	29,035
Election Costs	6,100	12,611
Sub-committee - Meeting Costs	12,478	15,382
Sub-committee - Travel	42,027	22,512
Registration Board Meetings - Meeting Costs	32,180	38,348
Registration Board Meetings - Travel	74,028	45,038
	<b>209,849</b>	<b>184,902</b>

## 7. Registration

	2017	2016
	€	€
Applications Assessment and Processing	171,162	57,378
Public Consultation and Announcement	11,511	16,730
Process Mapping and Quality Improvement	25,265	17,329
Recognition	48,435	37,244
	<b>256,473</b>	<b>128,681</b>

## 8. Salaries

### (a) Aggregate Employee Benefits

	2017	2016
	€	€
Staff short-term benefits	2,040,011	1,816,330
Retirement benefit costs	81,632	31,414
Outsourced Support - Human Resources	7,768	3,687
Less Recoupment of costs of seconded staff	(107,939)	(103,136)
	<b>2,021,472</b>	<b>1,748,295</b>

The total number of WTE employed by the Council at the end of the year was 43 in addition to the CEO (2016 – 35). The charge includes costs relating to staff members who were seconded during the year but not included in WTE.

**(b) Staff short-term benefits**

	2017 €	2016 €
Basic pay	2,040,011	1,816,330
Overtime	-	-
Allowances	-	-
<b>Total</b>	<b>2,040,011</b>	<b>1,816,330</b>

€50,861 (2016: €60,344) of pension levy has been deducted from salaries and was paid over to the Department of Health.

**(c) Employee Short-Term Benefits Breakdown**

Employees' short-term benefits in excess of €60,000 are categorised into the following bands:

Range			Number of Employees	
From	To		2017	2016
€60,000	- €69,999		3	2
€70,000	- €79,999		1	-
€80,000	- €89,999		-	1
€90,000	- €99,999		1	2
€100,000	- €109,999		1	-

Note: For the purposes of this disclosure, short-term employee benefits in relation to services rendered during the reporting period include salary, overtime allowances and other payments made on behalf of the employee but exclude employer's PRSI

**(d) Key Management Personnel**

Key management personnel in the Council consists of the Chief Executive Officer, the Chairperson, Head of Corporate Services, Head of Education, Head of Registration, Head of Recognition, Head of Legal Affairs and Acting Head of Legal Affairs.

	2017 €	2016 €
Basic pay	426,766	436,430
<b>Total</b>	<b>426,766</b>	<b>436,430</b>

**(e) Chief Executive Officer's Remuneration**

The CEO remuneration package for the financial period was as follows:

	2017 €	2016 €
Basic pay	100,346	98,237
<b>Total</b>	<b>100,346</b>	<b>98,237</b>

The CEO's pension entitlement does not extend beyond the standard entitlements in the model public sector defined benefit superannuation scheme. The value of retirement benefits earned in the period is not included above.

**(f) Chairperson and Council members fees**

	<b>2017</b>	<b>2017</b>	<b>2016</b>	<b>2016</b>
	<b>Stipend</b>	<b>Expenses</b>	<b>Stipend</b>	<b>Expenses</b>
	€	€	€	€
Tom Jordan (term ended 25/03/2016)	-	-	2,072	60
Bernard McCartan (appointed 17/08/2016)	8,978	208	3,417	-
	<b>8,978</b>	<b>208</b>	<b>5,489</b>	<b>60</b>

No other member of the Council, Committee or Registration Boards receives payment of fees in respect of their membership.

**9. Legal and Professional Fees**

	<b>2017</b>	<b>2016</b>
	€	€
Legal Fees - General	10,260	37,603
Legal Fees - Regulatory	92,147	125,325
Legal Fees - Fitness to Practise	395,551	251,187
Accountancy Fees	63,613	60,015
Strategic Procurement Plan	5,033	3,000
Stakeholders' Management and Communications	77,841	49,422
Organisation Development and Internal Audit	84,916	37,176
Health and Safety Management	3,823	7,283
Strategy Development	-	32,866
Opticians Board Merger Costs	-	10,242
	<b>733,184</b>	<b>614,119</b>

## 10. Intangible Fixed Assets

	HSCPC Registration/ Education/ Case Management System €	Total €
<b>Cost</b>		
Cost as at 1 January 2017	238,495	238,495
Additions in year	12,146	12,146
At 31 December 2017	<u>250,641</u>	<u>250,641</u>
<b>Depreciation</b>		
Accumulated Depreciation at 1 January 2017	148,650	148,650
Depreciation in year	83,548	83,548
Accumulated Depreciation at 31 December 2017	<u>232,198</u>	<u>232,198</u>
<b>Net Book Value</b>		
At 31 December 2017	<u>18,443</u>	<u>18,443</u>
At 31 December 2016	<u>89,845</u>	<u>89,845</u>

The HSCPC Registration/Education/Case Management system became operational during 2015. These costs are considered to meet the criteria laid out in FRS 102 to allow them to be capitalised and accordingly, development costs are being amortised to the statement of income and expenditure by equal instalments over three years which is the expected production life span of the HSCPC Registration/Education/Case Management system.

## 11. Tangible Fixed Assets

	Fixtures and Fittings €	IT/Office Equipment €	Total €
<b>Cost</b>			
Cost as at 1 January 2017	28,613	391,775	420,388
Additions in year	-	76,609	76,609
Disposals in year	-	-	-
At 31 December 2017	<u>28,613</u>	<u>468,384</u>	<u>496,997</u>
<b>Depreciation</b>			
Accumulated Depreciation at 1 January 2017	26,657	250,637	277,294
Depreciation in year	832	106,777	107,609
Disposals in year	-	-	-
Accumulated Depreciation at 31 December 2017	<u>27,489</u>	<u>357,414</u>	<u>384,903</u>
<b>Net Book Value</b>			
At 31 December 2017	<u>1,124</u>	<u>110,970</u>	<u>112,094</u>
At 31 December 2016	<u>1,956</u>	<u>141,138</u>	<u>143,094</u>

## 12. Receivables and Prepayments

	2017 €	2016 €
Prepayments	222,176	41,002
Accrued Income	38,917	31,536
Debtors	2,907	-
	<u>264,000</u>	<u>72,538</u>

The fair values of debtors and prepayments approximate to their carrying amounts. All debtors are due within one year. Debtors are shown net of impairment in respect of doubtful debts.

<b>13. Payables (amounts falling due within one year)</b>	<b>2017</b>	<b>2016</b>
	€	€
Trade Payables	66,055	8
Value Added Tax	2,774	3,056
Credit Card	1,697	1,505
Accruals	136,363	133,897
Deferred Income	546,396	386,425
Professional Services Withholding Tax	33,207	21,702
	<b>786,492</b>	<b>546,593</b>

Tax and social insurance are subject to the terms of the relevant legislation. Interest accrues on late payment. No interest was due at the financial year end date. The terms of accruals are based on the underlying contracts. Other amounts included within payables not covered by specific note disclosures are unsecured, interest free and repayable on demand.

<b>14. Capital Account</b>	<b>2017</b>	<b>2016</b>
	€	€
Balance at start of period	232,042	195,638
<b>Transfer (to) / from Income &amp; Expenditure account</b>		
Funding to acquire fixed assets	89,652	206,450
Less: Amount released on disposal of assets	-	-
Less: Amortisation in line with depreciation	(191,157)	(170,046)
	<b>(101,505)</b>	<b>(36,404)</b>
Balance at period end	<b>130,537</b>	<b>232,042</b>

### 15. Office Accommodation

In March 2017 the Council signed a 20 year lease for the Infinity Building, George's Lane, Smithfield, Dublin 7. The Council moved to the Infinity Building in March 2018.

### 16. Council Capital Commitments

The Council has commitments in respect of an ICT expenditure project that relates to the creation of a HSCPC Registration/Education/Case Management System. The project and expenditure is spread over a 5 year phase. At the balance sheet date, the Council had outstanding commitments for future payments on the project, which is estimated to be €55,000.

## 17. Related Party Transactions

Key management personnel in the Council consist of the Chief Executive, senior management and members of the Council. Total compensation paid to key management personnel, amounted to €426,766 (2016: €436,430).

Council has complied with guidelines issued by the Department of Public Expenditure and Reform in relation to the disclosure of interests by Council Members and these procedures have been adhered to in the year. There were no transactions during the period in relation to the Council's activities in which Council Members had any beneficial interests.

## 18. Approval of Financial Statements

The Financial Statements were approved by the Council on 06 December 2018.



Ag Rialáil Gairmithe Sláinte  
agus Cúraim Shóisialaigh

Regulating Health  
Social Care Professionals

# Appendices

An Chomhairle um Ghairmithe Sláinte agus Cúraim Shóisialaigh  
Health and Social Care Professionals Council

# Appendix 1: Council Attendance 2017

Name	19 Jan	23 Feb	30 Mar	24 Apr	04 May	29 Jun	27 Jul	21 Sep	26 Oct	07 Dec
Bernard McCartan*	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Anne Horgan	✓O	✓O	N	N	N	N	N	✓	✗	✓
Brian Lee	N	N	N	N	N	✓	✓	✗	✓	✓
Carmel Smith	✓	✗	✓	✗	✓	✗	✓	✓	✗	✓
Caroline McIntosh	✓	✗	✗	✗	✗	✗	✗	✗	✗	✓
Catherine McKenna	✓O	✓O	✓	✓	✗	✓	✓	✗	✗	✓
Cormac Quinlan	✓	✓	✗	✗	✗	✓	✗	✗	✗	N
David Irwin	✓	✓	✗	✓	✓	✓	✓	✓	✗	✓
Deirdre Madden	✗	✓	✗	✗	✗	✓	✗	✓	✗	✓
Dermott Jewell	✓	✓	N	N	N	N	N	N	N	N
Fergal O'Sullivan	N	N	N	N	N	✓	✓	✓	✓	✗
Gerard Walshe	N	N	N	N	N	N	✓	✓	✓	✓
Halóg Mellett	✗	N	N	N	N	N	N	N	N	N
Inez Bailey	✗	✗	N	N	N	N	N	N	N	N
Jackie Reed	✓	✓	N	N	N	N	N	N	N	N
James Forbes	✗O	✓O	✓O	✗O	✓	✗	✗	✓	✓	✓
Joe Martin	✓	✗	✓	✓	✓	✓	✓	✓	✓	✓
John O'Mullane	✓	✓	N	N	N	N	✓	✓	✓	✓
Laura Phelan	✓	✗	✓	✓	✗	✓	✓	✓	✓	✓
Maeve Murphy	✓	✗	N	✓	✓	✓	✓	✓	✗	✓
Marie Culliton	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Marie Kinsella	✓	✓	✗	✗	✓	✓	✗	✗	✓	✓
Mo Flynn	✓	✗	✓	✗	✗	✓	✗	✓	✓	✓
Odhrán Allen	✓	✓	N	N	N	N	N	N	N	N
Paul Lyng	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Peter Davison	✓O	✗O	✓O	✗O	✗O	✓O	✗O	✗O	✓O	✓O
Ruth Charles	N	N	N	N	N	✓	✓	✓	✓	✓
Shane McCarthy	✓	✓	✓	✓	✓	✓	✓	✗	✓	✓
Sinead Fitzgerald	✓	✓	✓	✓	✗	✓	✓	✓	✓	✓
Stephen McMahan	✓	✓	N	N	N	N	N	N	N	N
Tony McAleer	✓	✓	✓	✗	✓	✓	✓	✗	✓	✓
Treasa Campbell	N	N	N	N	N	✓	✗	✗	✓	✓
Vivienne Starr	✓O	✓O	✓O	✗O	✓O	✓O	✓O	✓O	✓O	✓O

## Appendix 2: Committee Attendance

### Audit Risk and Governance Committee

Name	6 Feb	20 Mar	26 Jun	18 Jul	25 Sep	29 Nov
Tony McAleer*	✓	✓	✓	✓	✓	✓
Odhran Allen	✓	N	N	N	N	N
Harry McGeary	✗	✓	✗	✗	✗	✓
Maeve Murphy	✓	✗	✗	✓	✓	✓
Martin O’Sullivan	✓	✗	✓	✓	✓	✓
Declan Purcell	✓	✓	✓	✓	✓	✗
Carmel Smith	✓	✗	✗	✓	N	N

### Finance and General Purposes Committee

Name	14 Mar	23 May	18 Jul	26 Sep	26 Oct	23 Nov
Joe Martin*	✓	✓	✓	✓	✓	✓
Marie Culliton	✓	✓	✗	✓	✓	✓
Paul Lyng	✓	✓	✓	✓	✓	✓
Bernard McCartan	✓	✓	✓	✓	✓	✓

### Registration Committee

Name	1 Feb	28 Mar	03 Jul	29 Aug	15 Nov
Marie Culliton*	✓	✓	✓	✓	✓
Damhnait Gaughan	✗	✗	✗	✓	✓
Norma Judge	✓	✓	✓	✓	✗
Joe Martin	✓	✓	✓	✓	✓
Ann Horgan	✓	✗	✗	✗	✓
Maeve Murphy	✓	✗	✗	✓	✗
James Forbes	✓	✗	✓	✓	✗
Catherine McKenna	✓	✓	✗	✗	✗
Halóg Mellett	✗	N	N	N	N

**Education Committee**

Name	5 Jan	7 Feb	14 Mar	13 Jun	23 Nov
David Irwin*	✓	✓	✓	✓	✓
John O'Mullane	✓	✓	✗	✓O	✗
Ann Kearney	✗	✓	✓	✓	✓
Odhrán Allen	✗	✓	✓	✓	✗
Caroline McIntosh	✓	✓	✗	✗	✗
Peter Davison	N	✗	✓	✗	✓
Marian O'Rourke	✓	✓	✓	✓	✓
Carmel Kearns	✓	✗	✓	✓	✓
Halóg Mellett	✓	N	N	N	N
Carmel Smith	N	N	N	✓O	✓

**Professional Practise Advisory Committee**

Name	2 Mar	25 May	28 Sep
Mo Flynn	✓	✓	✗
David Irwin	✗	✓	✗
Deirdre Madden*	✓	✓	✓
Shane McCarthy	✓	✓	✓
Cormac Quinlan	✗	✗	✓

**Nominations Committee**

Name	23 May	18 Sep	27 Nov
Shane McCarthy*	✓	✓	✓
Joe Martin	✓	✓	✓
Laura Phelan	✓	✓	✓
Tom Jordan	✓	✓	✓

**Key to meeting attendance:**

- ✓ attended
- ✗ apologies or absent
- ✓TC attended by teleconference
- \* Chairperson
- N not appointed on this date
- R Resigned
- O Observer

# Abbreviations and Definitions

<b>Act</b>	Health and Social Care Professionals Act, 2005 (as amended)
<b>Board</b>	Registration Board
<b>CEO</b>	Chief Executive Officer of the Health and Social Care Professionals Council
<b>Committee</b>	Advisory committee of Council/ Board, chaired by a member of Council/Board, which makes recommendations for decision by Council/ Board
<b>CORU</b>	The registered business name and collective brand name for the Health and Social Care Professionals Council and the Registration Boards
<b>Council</b>	Health and Social Care Professionals Council
<b>Designated Professions</b>	Clinical Biochemists, Dietitians, Dispensing Opticians, Medical Scientists, Occupational Therapists, Optometrists, Orthoptists, Physiotherapists, Podiatrists, Psychologists, Radiographers, Radiation Therapists, Social Care Workers, Speech and Language Therapists and Social Workers
<b>DRB</b>	Dietitians Registration Board
<b>Independent Members</b>	Members of Committees of Council who are not on council or a CORU Registration Board
<b>Lay Member</b>	A member of Council, Registration Boards or Committees who is not a member of the professions regulated or to be regulated by CORU
<b>Minister</b>	The Minister for Health
<b>MSRB</b>	Medical Scientists Registration Board
<b>ORB</b>	Optical Registration Board
<b>OTRB</b>	Occupational Therapists Registration Board
<b>PRB</b>	Physiotherapists Registration Board
<b>PSRB</b>	Psychologists Registration Board
<b>Registrar</b>	The CEO is the Registrar of the Registration Boards
<b>RRB</b>	Radiographers Registration Board
<b>SCRWB</b>	Social Care Workers Registration Board
<b>SLTRB</b>	Speech and Language Therapists Registration Board
<b>SWRB</b>	Social Workers Registration Board

# CORU Council Members



**Bernard McCartan**  
*Chairperson*



**Marie Culliton**  
*Deputy Chairperson*



Odhran **Allen**



Inez **Bailey**



Treasa **Campbell**



Ruth **Charles**



Peter **Davison**



Sinead **Fitzgerald**



Mo **Flynn**



James **Forbes**



Anne **Horgan**



David **Irwin**



Marie **Kinsella**



Dermott **Jewell**



Brian **Lee**



Paul **Lyng**



Deirdre **Madden**



Halóg **Mellett**



Joe **Martin**



Tony **McAleer**



Shane **McCarthy**



Stephen **McMahon**



Caroline **McIntosh**



Catherine **McKenna**



Maeve **Murphy**



John **O'Mullane**



Fergal **O'Sullivan**



Laura **Phelan**



Cormac **Quinlan**



Jackie **Reed**



Carmel **Smith**



Vivienne **Starr**



Gerard **Walshe**







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